

Wisconsin Education Recruitment Fair Employer Policies

The Wisconsin Education Recruitment Fair (WERF) is hosted by the University of Wisconsin-Madison and is sponsored in collaboration with UW-Madison and 32 of Wisconsin's public and private universities. Wisconsin Education Recruitment Fair provides an opportunity for professional educators from the participating education colleges and universities in Wisconsin and beyond to meet with school districts from throughout the U.S.

WERF's purpose is to connect K-12 school system employers, recognized by the state's department of education, with K-12 candidates. In order for employers to attend, they must recruit for licensed educators to fill licensed positions.

Criteria to attend WERF:

- Hire licensed educators to teach in their licensed area(s)
- Belong to a school or school district
- Recognized by the state's department of education

Employers who hire teachers for and represent school districts as a third-party consortium will be able to attend WERF by meeting the qualifications of an Education Consortium and with the registration price of an Education Consortium. Contact career-center@education.wisc.edu for pricing.

Employer attendees:

A maximum of four representatives/individuals per school system are eligible to attend WERF. Employers who choose to ignore this policy by bringing additional representative(s) automatically agree to pay an additional \$150.00 per additional representative/individual to cover any additional costs the coordinating staff accrues.

Employer cancellations:

Employers may cancel their registration and receive a refund only if cancellation is received via email prior to the cancellation date established on the registration website. Registration fee, minus processing costs of \$50.00, will be refunded. Cancelling after the posted cancellation date, results in the forfeiture of fees (registration and representative(s)) if a school is no longer able to attend the event.

By registering for WERF, employers agree to pay the registration fee and any fees for additional representatives registered to attend. In the event that an employer does not attend the event and has not cancelled by the date specified, they are required to pay the full fee (registration and representatives). No shows accrue cost on the coordinating organization and may prevent other schools from attending WERF. In the event that an employer does not attend, has not cancelled their registration in the time specified on the registration website and has not paid, they will be removed from the WERF invite list and may not register for any event hosted by the University of Wisconsin-Madison School of Education in the future until the WERF registration balance due is paid.

WERF coordinators reserve the right to refuse an employer's registration if they do not meet the criteria established in the WERF policies document. If you have questions regarding the policies, contact WERF coordinators at career-center@education.wisc.edu.