

Event Verification Form

To verify service, please complete this form for each different event and submit with your portfolio.

Name of Event: Horticultural Sciences Career Fair

Organization: Texas A&M University Dept. Horticultural Sciences

Type of Service: Planning + Implementation

Describe your service activities:

With my supervisor, I set up the decorations, tables, food, and technology for the event. I corresponded with companies attending the fair. I floated around the event making sure companies + volunteers were having an efficient + productive time.

Purpose of Event:

The Horticulture Career Fair is implemented for the purpose of networking between the horticulture field and current students so that students can gain experience + future careers.

Date of Service: 2/22/23 Start time: 9:00 am End time: 2:00 pm

Total Hours: 5 hours

Supervisor Information

Name: Tammy Neel

Position: Program Coordinator

Phone: (979) 862-3116

OR

Email: tammy.neel@ag.tamu.edu

Signature:  Date: 10/30/23

Student Information

Name: Maisie Cherry

Signature: 



What I Learned From the Event

From this event, I learned about organizing, time management, food/beverage set-up, event layout, and communication.

All of these things were integral to the preparation and implementation of the event. Especially the communication aspect. Dealing with 30 different companies needed a lot of open and frequent communication.