

Be Pro Be Proud TN – Tour Stop Requirements

By booking a **free tour stop** with **Be Pro Be Proud**, you agree to the following terms and conditions. These requirements are **essential** to ensure the effectiveness and value of this experience for your students.

This program is a **free resource available to students and schools across Tennessee**, designed to inspire and educate about high-demand skilled professions. Please review all items carefully, as they are **critical to a successful tour day**.

Survey responses from both educators and students help us measure the impact and value of the tour. Your cooperation is greatly appreciated, and **priority will be given to schools that comply with these requirements**.

Failure to meet these requirements or address serious issues may result in the Mobile Workshop **not returning to your school**. Our goal is to create a safe, educational, and impactful experience for your students—and your partnership is key to achieving that.

Join the Movement

Be Pro Be Proud is committed to informing students about career pathways and opportunities. Encourage your students to **“Join the Movement”** during their visit to the Mobile Workshop or by visiting beprobeproud.org. ***Once they enter, they will be given the opportunity to win a Meta Headset.***

Joining the Movement allows partner schools, companies, and Be Pro Be Proud to share relevant training and job information via SMS and email. ***Students will have the opportunity to complete this during the tour day.***

Pre & Post-Visit Surveys

Anonymous **pre- and post-visit surveys** are critical for assessing the impact of the Mobile Workshop experience. **(REQUIRED)**

- **Pre-tour surveys** can be completed anytime before the visit, even at home.
- **Post-tour surveys** should be completed in the classroom after the Mobile Workshop visit.

Educators are responsible for encouraging students to complete these surveys.

MVP Program (Most Valuable Pros)

The **MVP Program** spotlights top students and volunteer leaders.

- Each day, **8–9 selected participants** join the Mobile Workshop Tour Team to assist with hands-on simulators and share insights on training paths and career opportunities.
- MVPs receive a complimentary **MVP t-shirt** to wear during the tour day.
- MVPs must be **14 years or older** and preferably in the highest participating grade at the host site.

Tour Day Requirements

Schedule Creation

A detailed schedule is required for the duration of your tour stop to ensure organized and efficient participation. Visit our **Educator Tab** on the website for sample schedules.

Contact Presence

The individual who booked the visit must check in at least once during the tour. Educator and leadership involvement reinforce the importance of this experience for students.

Tour Times

The Mobile Workshop will begin promptly at the scheduled time.

Capacity & Participation

- Maximum: **30 students at a time**
- Minimum: **135 students per day**

Set Up & Break Down

- **90 minutes** for setup
- **90 minutes** for breakdown (may vary by site)

Lunch Break

If the team is on campus for more than **4 hours**, a lunch break must be coordinated in advance. (A minimum of a 40-minute break must be given to the tour team)

Location

- Space required: **120 ft x 50 ft** (approx. 18 parking spaces wide by 2 rows deep)
- Cannot be placed in bus blocks, carpool lanes, or fire lanes.

Entry & Exit

- Minimum clearance: **110" width and 15' height**, free of obstructions.
- If traffic must be blocked, the host is responsible for securing police assistance.

Cones

The designated space must be coned off **2 hours before arrival**.

Confirmation

Logistics will be confirmed at least **7 days prior** to your scheduled tour date.

Cancellation

- **14-day notice** required for cancellations.
- If school closes due to inclement weather, the tour stop will be canceled.
- To reschedule, contact:
 - veronica.banas@tnchamber.org

Additional Guidelines

- Audience: **8th grade and above (no students under 13).**
- Supervision: At least **one teacher must supervise each group** on board.
- Photography: Notify the Tour Team of any students who cannot be photographed. Permission slips must be completed.

Disclaimer

Failure to meet these requirements will have consequences. If the outlined criteria are not followed during our visit—such as **damage to equipment, poorly planned or mismanaged tour schedules, or non-compliance with tour stop requirements**—Be Pro Be Proud reserves the right to deny future visits to your location.