



# One Day Job Shadow

A job shadow is an opportunity for students to learn about a job by walking through the work day as a “shadow” to a worker in their field or industry of interest. The experience is a temporary, unpaid exposure to the workplace.

Students witness the work environment, employability and occupational skills in practice, the value of professional training, and potential career options. Job shadowing is designed to increase career awareness, help model student behavior through examples, and reinforce the link between classroom learning and work requirements. Almost any workplace is a potential job shadow site.

## I'm interested in having a student shadow me. What do I need to do?

- **Inform us of your interest and provide us with at least 3 specific dates** when you are available for a student to shadow you.
  - **Please be mindful of any interesting meetings, events, or challenges** that your organization is facing that may be interesting to a high school student when selecting a “shadow day”.
  - **Consider the needs of your co-workers** and any sensitive content that may be covered in your meeting schedule on the selected shadow day.
  - **Please select an ongoing problem or challenge** that your organization is experiencing that you can share with the student. In learning how to be employable, diligent workers, we want our students to think about how they can contribute to helping resolve that problem during their shadow time.
- **Please provide a meeting location for the shadow day** where the student can connect with you. If there are any security measures (e.g., metal detectors, special scans, etc.), please notify us in advance so that we can notify the student and their parents.
- **Please schedule time in your day for the student to ask questions.** Our students are very curious about your profession and what you do on a day-to-day basis. After going to multiple meetings or experiencing several conversations, they may be trying to understand more about what is taking place. Time to debrief and answer their questions will be helpful for them to better understand what you are doing and what they may be doing if they choose to follow your career path.