

Sport & Medical Sciences Academy

Job Shadowing Program

GUIDE

DESCRIPTION:

The Job Shadowing component of SMSA's School to Career program helps student's continue the process of career exploration by connecting careers with people. Students go out to real places of work to share "a day in the career" of a person who is currently doing a certain job.

SPECIFICS:

All 11th grade students are required to complete a maximum of 3 job shadow experiences. Students will identify up to 3 places and people that they would like to shadow and together with the school to career office will arrange for a **three to six hour visit (Approximate)**.

PLACES OF SERVICE:

Because the focus of the job shadowing activity is based on careers choices, a job shadowing assignment can be completed at any public, private, community based organization or industry.

DATES:

JOB SHADOWING ACTIVITIES – can occur any time including the school day beginning on September 2010 through June, 2011. Students will be encouraged to use the professional development early release dates to complete their assignments.

TIME OF SERVICE:

Most of the job shadowing visits will take place on student time, in the event that visits happen during the school day, all SMSA procedures including; permission slip and medical information will need to be completed. Each student will have a pre-shadowing orientation prior to leaving.

HOURS OF SHADOWING SERVICE:

Students will complete up to three visits each lasting between three to six hours.

RECORD KEEPING:

Each shadowing visit will be documented by the students in a packet including; shadow information, releases and job shadowing questions will be distributed before the students go out.

Please read and sign below:

I have read and understand the SMSA Job Shadowing requirement and agree that I will be responsible for identifying and completing this requirement by the completion of the junior year. I further understand that, I must follow all required steps prior to attending a job shadow experience.

Student Name (PRINT)

Student Signature

Date