

Career Awareness & Exploration

Santa Barbara County Education Office
Regional Occupational Program/Career Technical Education
ROP/CTE



Ratio: 1 Host Representative to 1 Student
Length: 2 to 4 hours



Overview:

Job shadow, a career exploration activity, is an organized visit in which students observe the workday of a professional at his/her worksite. Throughout the day, students get a “day in the life” perspective through interacting with clients or customers, as well as attending meetings and other appointments with the host. Students will expand their awareness of careers and work environments, make connections and observe how employees apply job-specific skills.

	Preparation	During the Activity	Follow-up
Students	<p>Student researches organization and prepares questions.</p> <p>Students participates in curriculum to prepare for job shadow expectations, and learns how to demonstrate professionalism.</p> <p>Student works with teacher to identify and select a host organization.</p>	<p>Student demonstrates professionalism through dress and demeanor.</p> <p>Student actively listens to job shadow host, asks detailed questions, and takes notes.</p>	<p>Student reflects on experience through written assignment and/or discussion.</p> <p>Student writes thank you note to host.</p>
Teacher	<p>Teacher guides student through researching organization and preparing questions.</p> <p>Teacher facilitates student lessons on job shadow expectations and professionalism.</p> <p>Teacher assists in identifying and selecting a host organization.</p>	<p>Teacher is not present during job shadow.</p>	<p>Teacher guides student through reflection activity.</p> <p>Teacher assists student with thank you note.</p>
Host Organization	<p>Job shadow host reviews activity expectations with teacher.</p> <p>Host confirms schedule with teacher, and prepares for student visit, including collaboration with colleagues as needed</p> <p>Host does not incur compensation costs or liability.</p>	<p>Host responds to student’s questions, provides pertinent materials and models professionalism.</p>	<p>Host reflects on experience and provides feedback to teacher.</p>