

ABRHS Job Shadowing Interest Form

Name _____ Grade ____ Counselor _____ Today's date _____

Do What You Are code: _____

See instructions below.

Career Interest Profiler Code: _____

See instructions below.

Career exploration you have already done (This might include previous job shadowing, attending career speaker presentations, visiting a parent at work, talking to people about their jobs, etc.):

Career or careers in which you might like to job shadow:

In answering this question, you are welcome to look at the list of fields in which students have recently shadowed. However, you are not limited to the sites on the list.

Please describe your interest in the career or careers you have indicated. Tell us why it interests you, whether this is a casual or serious interest, how much you know about the occupation and what kind of experience (for example, volunteering, part-time work, course work, parent in the field, etc.) you have with the field.

Do you have any possibilities for self-arranged job shadowing? If so, what are they?

Do you think you need extra support for career exploration or job shadowing?

See Mrs. Steeves, Mrs. Bowes or Mrs. Kingan in the Counseling Center or Mr. Oetinger in Room 281W if you have any questions about Job Shadowing.

Instructions for finding your Do What You Are code

Log onto your Naviance account.

Under About Me on the left-hand menus, choose "my personality type."

Copy the four-letter code.

If you haven't completed the questionnaire, read the instructions and follow them.

Instructions for finding Career Interest Profiler

Log onto your Naviance account.

Under About Careers on the left-hand menus, choose "explore interests."

Read about the Career Interest Profiler and follow the instructions.

When you finish, enter the three-letter code or your score for each of the six variables on the other side of this sheet.

ABRHS Job Shadowing Preliminary Student Information Form

Name: _____ Grade: _____ Town you live in: _____

Experience- Employment and Community Service:

Employment: List any job experiences you have had. You may include retail jobs, babysitting, mowing lawns, camp counseling or any other employment.

Community Service: List any volunteer work you have done to help your community. This may include work done through school, clubs, Scouts, religious organizations or other groups.

Skills and Strengths: List at least six words or phrases that describe your abilities or personality (for example: good at math, enjoy working with people, strong computer skills, dependable, analytical, good oral and written communication skills).

Interests and Hobbies: List any clubs you belong to and any personal hobbies and interests.

Athletics (school or non-school): _____

Clubs or organizations: _____

Other interests or hobbies: _____

Education: What high school courses have you liked best? Please list at least two courses and for each course, describe why you liked it.

Career Exploration: What would you like to learn from a job shadowing visit? Please list at least two good questions that you might ask your host when you make a visit.

Please submit your completed form to Mrs. Steeves.

**ABRHS Job Shadowing Program
Parent/Guardian Form**

Student's name _____

Your student has expressed an interest in participating in the Job Shadowing Program this year. Here is a brief description of the program:

On an individual basis (or in small groups) students visit adults at work to gain first-hand familiarity with careers of interest to them. Each job shadowing student may visit one or more work sites during the year. Each participating student is required to research the occupation to be observed before the visit and to write an evaluation of the experience after it is over. Families are responsible for transportation to the job shadowing site. However, since many visits involve more than one student, the school often helps families arrange carpooling to the site. In cases where transportation presents a hardship to the family, staff will help explore alternative transportation arrangements.

Because students generally leave school for this program, it is important that parents or guardians understand how the program works. Students may explore careers by arranging their own visit with an adult whose career interests them (self-arranged visit) or may participate in a visit arranged by the ABRHS job shadowing coordinators. In either case, it is important that the student follow the steps set out for them in order to have a safe and successful trip and in order to help, not hinder, the continued operation of the program.

Please review the steps below with your student and sign the form if you give permission for your student to participate in this program. Parents with questions about the Job Shadowing Program should contact Kay Steeves at 978-264-4700, ext. 3444 or ksteeves@mail.ab.mec.edu.

- Job Shadowing participants are expected to complete the preparation and follow-up paperwork in a timely manner.
- Job Shadowing participants are expected to follow through with any job shadowing commitments they make and to communicate immediately with school staff in the event of any problems.
- Job Shadowing participants are expected to take the initiative to use the job shadowing opportunity to gain career information that will be helpful to them.
- Families are expected to take responsibility for arranging transportation for job shadowing visits or for communicating transportation needs to the job shadowing coordinators.

I give my permission for my son/daughter to participate in the Job Shadowing Program. A specific permission form indicating the date and time of the visit will also be provided when a visit is arranged.

Name of parent/guardian completing the form (please print) _____

Signature of parent/guardian _____

Are you interested in participating in the program as a Job Shadowing sponsor, hosting a student at your place of work? If so, please provide your contact information and a brief description of your job (employer, location, job title, etc.).

Are you in a position to help students other than your own child with transportation for job shadowing visits? If so, please indicate that here, including information on days or times that you would be available to help.
