

Victory Charter High School 10th Grade Job Shadow Requirements

Explanation: At Victory Charter High School, students are given the opportunity to earn academic credit for working in the community with a professional in their area of interest. In order to identify possible career interests, 10th graders are asked to complete 3 10-hour job shadow experiences for a total of 30 hours. These job shadows are designed to help the students become familiar and more comfortable with interaction in the professional world.

Job Shadows can be completed with adult family members and friends (in fact, we encourage the students to job shadow a parent if possible so that they have a greater appreciation for what that parents does for a living!) or with community members that have jobs they are interested in learning about. *If the student finds that they would like to learn more about an area where they shadowed, the hope is that they could use that experience as a contact for apprenticeships in 11th and/or 12th grades.*

Documentation: Job Shadows need to be documented on the attached paperwork. The experiences DO NOT have to be approved by the Apprenticeship Coordinator, although help is available in identifying possible job shadowing experiences if needed. The students will have to turn in their documentation as well as an attached reflection paper (requirements attached) for each of the 10-hour experiences. What the 30 hours are completed, the student will receive 1.0 credits for Apprenticeship I on their report card and transcript.

Questions? Parents can contact Julie Schmidt at Victory or Liberty with questions about the job shadow requirements or via email at julieschmidt@libertycharterschool.com. Students can find Mrs. Schmidt at school for any questions or sign up in the high school office to set up a meeting.

**Victory Charter High School
Job Shadow Documentation**

Date: _____

Student Name: _____

Name of Business: _____

Date(s) of Job
Shadow: _____

Professional's
Name: _____

Professional/Business
Phone: _____

*The above student completed his/her 10-hour job shadow with me at my place of
employment on the stated date(s)*

Professional's Signature

Date

Job Shadow Reflection Paper

This reflection paper needs to be typed, double spaced, and 1 ½ -2 pages in length.

Please address the following questions/topics in your reflection paper:

1. Who did you shadow? What is his/her occupation?
2. Where is this person employed? Who supervises his/her work?
3. What does this person's job produce? For example, does he/she provide a service?
4. Does he/she make a product? Who uses this service or product? What would happen if he/she did not do the job?
5. Describe the activities you observed during your 10-hour job shadow.
6. Describe the interaction between the person you job shadowed and his/her customers, clients, and/or co-workers.
7. What were your expectations before the job shadow? Were there any surprises that you encountered?
8. What kinds of education/training are needed for this person's occupation?
9. Would you be interested in learning more about this occupation? Why or why not?