

SCOTS ON THE SPOT

Job Shadow Program: Information for Students



OVERVIEW:

- Job shadows are open to students of all four years and do not require any previous work experience.
- Matches are made based on interest and the impact the experience will have on your career exploration.
- After being matched with a sponsor, students will arrange their job shadow for anytime between December and May.
- Job shadows will be designed to last anywhere between two hours and two days.

Get to Work!

Get "on the spot" by participating in a job shadowing experience! Job shadowing allows you to explore career interests, experience a day-in-the-life of a specific occupation, and launch meaningful relationships to support your future searches for internships and employment opportunities.

Expectations

Students are responsible for transporting themselves to and from the job shadowing site, locating and paying for any necessary lodging, researching the organization in advance of the shadowing day, and coming prepared with questions.

Participating students should be ready to learn, observe, and ask questions. Scots on the Spot is designed to provide you with exposure to a field; it is not expected that the you will yet have relevant job experience.

Students who are matched with a sponsor will be required to complete an orientation.

Apply

Interested students should complete the application form at alma.edu/networking. By submitting an interest form you will become part of the selection and matching process.



Timeline

- Submissions for sponsors will open in November.
- Student applications open mid-November.
- Once matched, the sponsor and student(s) will pick a mutually convenient date between December and May.

Length

A sponsor may design their own agenda, which could last between two hours to two days. The length of the shadow may depend on availability, appropriateness, and virtual vs. in-person format.


Questions? Contact Career and Personal Development




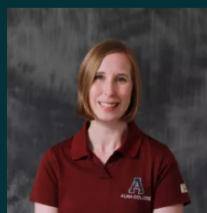
As Associate Director of Career and Personal Development, Brittany leads alumni and employer relations. She is the primary contact for Scots on the Spot, job and internship referrals, and campus recruiting.

Brittany works especially with juniors and seniors preparing for life after Alma.

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Carla is the Director of Career and Personal Development and Associate Director of the Center for College and Community Engagement (CCCE). She directs office programming and oversees the Alma Venture and study abroad programs.


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As Assistant Director of Career and Personal Development, Margie focuses on supporting students with major and career exploration. She also plays a key role on the pre-health professions committee.

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