ClarkCONNECT Alumni Job Shadow Program

WHAT CAN I DO WITH MY STUDENT?

Option B: Experience-Focused (3-4 hours)

1. INTRODUCE THEM TO YOUR PROFESSIONAL SPACE
   Even though your student can’t physically join you, you can help orient them by
   - Taking them on a virtual tour of your office
   - Doing a walk-through of your virtual workspace
   - Providing an overview of your companies’ operations, divisions, and staff

2. ENGAGE THEM WITH AN INFORMATIONAL INTERVIEW
   An informational interview can help students better understand the work you do. You can discuss
   - Your own career trajectory
   - Current trends in your profession
   - Internships and entry-level positions in your field

3. HELP THEM SET GOALS WITH A RESUME REVIEW
   The resume review allows you to provide insider insight into what a competitive resume
   looks like in your field. Some areas of discussion may include
   - Overall first impressions of the resume
   - Targeted room for improvement
   - Goals the student should set to become a more well-rounded candidate

4. SPOTLIGHT ONE ASPECT OF YOUR JOB
   Students are curious about what it would be like to do the work you do. Invite them to
   experience one aspect of your job that you can share with them virtually. Examples include
   - Walking the student through a current project and creating room for discussion
   - Encouraging them to apply their problem-solving skills to a typical industry-related issue
   - Inviting the student to attend a carefully-selected meeting with you and your colleagues
   - Allowing the student to practice a specific skill relevant to your industry

5. REFLECT UPON THE DAY
   Be sure to save room to debrief with your student. The following activities will help both
   you and your student end the day on a positive note.
   - Answer any final questions the student may have
   - Trade contact information
   - Connect on LinkedIn and ClarkCONNECT