



# VIRTUAL JOB SHADOW

Name: \_\_\_\_\_ Grade: \_\_\_\_\_

## Guidelines and Checklist

**Career Pathway:** *(select one)*

- Agriculture Education and Science
- Business and Marketing
- Health Science
- Human Services
- Skilled and Technical Science
- STEM

**Post-Secondary Plan:** *(select one)*

- 4-Year
- 2-Year / Technical
- Military
- Apprenticeship / Workforce

**Portfolio Requirement:**

Students are required to complete ONE job shadow related packet (Job Shadow, Job Interview or Virtual Job Shadow). Listed below are the Virtual Job Shadow preparation requirements. Students will complete the documentation and keep this in their portfolio.

Virtual Job Shadow #1	Virtual Job Shadow #2	Virtual Job Shadow #3
<input type="checkbox"/> Choose a Career	<input type="checkbox"/> Choose a Career	<input type="checkbox"/> Choose a Career
<input type="checkbox"/> Watch the Video for the Chosen Career	<input type="checkbox"/> Watch the Video for the Chosen Career	<input type="checkbox"/> Watch the Video for the Chosen Career
<input type="checkbox"/> Answer the Pop Quiz Questions that Correspond with the Video	<input type="checkbox"/> Answer the Pop Quiz Questions that Correspond with the Video	<input type="checkbox"/> Answer the Pop Quiz Questions that Correspond with the Video
<input type="checkbox"/> Print Answers	<input type="checkbox"/> Print Answers	<input type="checkbox"/> Print Answers
<input type="checkbox"/> Attach Printed Answers to this Packet	<input type="checkbox"/> Attach Printed Answers to this Packet	<input type="checkbox"/> Attach Printed Answers to this Packet
<input type="checkbox"/> Complete this Packet	<input type="checkbox"/> Complete this Packet	<input type="checkbox"/> Complete this Packet

## Accessing Virtual Job Shadow –

- Access your Franklin Pierce Dora Account and click on the Virtual Job Shadow Icon
- Go to Careers
- Use the filters or search the library to find a career that interests you
- Watch the video
- Take the Pop Quiz
- Print the results of the Pop Quiz and attach to this packet
- Complete these steps and the information below for 3 different Virtual Job Shadows

	Virtual Job Shadow #1	Virtual Job Shadow #2	Virtual Job Shadow #3
<b>Name of the Job that you researched:</b>			
How would you describe this job?			
Describe a skill that would be important to have in this job:			
How would you describe a typical day in this job?			
In what ways are the following work habits important for this job? <ul style="list-style-type: none"> <li>• Customer service</li> <li>• Being accurate</li> <li>• Working as a team</li> <li>• Working independently</li> <li>• Being on time and having good attendance</li> </ul>			

	Virtual Job Shadow #1	Virtual Job Shadow #2	Virtual Job Shadow #3
Which schools in Washington State offer post-secondary education for this job?			
Are there licenses or certificates required for this job?			
What is an entry-level wage for this job?			
What is the median wage for this job in Washington State?			
What is the future employment outlook for this job/career in Washington State?			
What advancement is possible for this job?			
Are there additional skills, training or education needed for advancement?			
Is advancement available through on the job experience?			

	Virtual Job Shadow #1	Virtual Job Shadow #2	Virtual Job Shadow #3
What types of benefits are offered by an employer for this job (healthcare, vacation, etc.)?			
As a high school student what classes, clubs or activities could you participate in to prepare you for this work?			

### Reflection

QUESTIONS	INTERVIEW #1	INTERVIEW #2	INTERVIEW #2
Using complete sentences and your best handwriting, explain three reasons you chose this job?			
Explain why you would or would not like this job. Provide two examples to support your decision.			

## Discussion

Rate each of these skills as it relates to the job. Mark each box with a C, B or N.

- **C** (Critical - this job could not be performed without this skill)
- **B** (Basic - this job requires a basic skill level)
- **N** (Not Needed – this skill is not needed for this job)

**EXAMPLE:**

**Organizing** – construction foreman coordinates delivery of concrete and other supplies

SKILLS	Virtual Job Shadow #1	Virtual Job Shadow #2	Virtual Job Shadow #3
Organizing			
Planning			
Making decisions			
Thinking creatively			
Analyzing problems			
Reading			
Writing			
Math			
Science			
Art			
Technology			
Speaking			
Listening			
Cooperating with others			
Customer service			
Physical demands			
Safety consciousness			

**Evidence – Complete the Pop Quiz for each Virtual Job Shadow and attach a printed copy to this packet**

**Conclusion – Ask your advisor to verify completion of each Virtual Job Shadow with their signature below**

Virtual Job Shadow #1	Virtual Job Shadow #2	Virtual Job Shadow #3
<p><b>Student Signature:</b> _____</p> <p><b>Date:</b> _____</p> <p><b>Advisor Signature:</b> _____</p> <p><b>Date:</b> _____</p>	<p><b>Student Signature:</b> _____</p> <p><b>Date:</b> _____</p> <p><b>Advisor Signature:</b> _____</p> <p><b>Date:</b> _____</p>	<p><b>Student Signature:</b> _____</p> <p><b>Date:</b> _____</p> <p><b>Advisor Signature:</b> _____</p> <p><b>Date:</b> _____</p>