



## JA Job Shadow™ Program Facts

JA Job Shadow enhances students' learning of the following concepts and skills:

### Concepts

- Career cluster
- Interests exploration
- Interview practice
- Reflect and evaluate
- Resume writing
- Skill identification
- Work-readiness skills

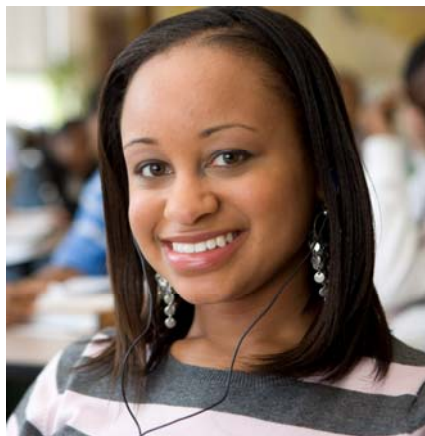
### Skills

- Analyzing and interpreting information
- Brainstorming
- Critical thinking
- Goal-setting
- Oral and written communication
- Public speaking
- Self-assessment
- Working in groups

**JA Job Shadow is a 3 session course, plus a Job Shadow site visit** and is recommended for students in grades 9-12.

Instructional materials are downloadable and include detailed activity plans for the site-coordinator, students, and teacher.

[www.jasocal.org](http://www.jasocal.org)



*JA Job Shadow* meets the needs of a diverse group of high school students by providing engaging, academically enriching, and experiential learning sessions in work-readiness education and career perspectives.

Two pre-visit and one post-visit required, teacher-led sessions.

Programs sessions and key learning objectives:

<p><b>Session One: Perfect Match</b> Working in groups, students conduct mock interviews. They are introduced to the 16 Success Skills and the Job Shadow experience.</p>	<p><b>Key Learning Objectives</b> Students will be able to:</p> <ul style="list-style-type: none"> <li>• Identify and evaluate skills based on personal experiences.</li> <li>• Demonstrate effective interviewing skills.</li> </ul>
<p><b>Session Two: Now What?</b> Individually, the students prepare a resume and complete the paperwork necessary for the upcoming Job Shadow site visit.</p>	<p><b>Key Learning Objectives</b> Students will be able to:</p> <ul style="list-style-type: none"> <li>• Prepare an individual resume.</li> <li>• Evaluate work-readiness skills.</li> </ul>
<p><b>Session Three: Looking Back</b> Students use the work-readiness skill Reflect and Evaluate to complete a personal action plan.</p>	<p><b>Key Learning Objectives</b> Students will be able to:</p> <ul style="list-style-type: none"> <li>• Evaluate their personal progress.</li> <li>• Prepare a business thank-you note.</li> </ul>

All JA programs are designed to support the skills and competencies identified by the Partnership for 21<sup>st</sup> Century Skills. These programs also augment school-based, work-based, and connecting activities for communities with school-to-work initiatives.

For additional information on how you can get involved please contact Cindy Barakhyan, [sbarakhyan@jasocal.org](mailto:sbarakhyan@jasocal.org), 323.785.3525.