



Job Shadowing/Observation/Day in the Life Opportunity (Career Mentoring)

What it is:

Job shadowing lets students observe a professional in their work environment for a few hours or a day.

Benefits:

- Real-world look at a role or industry.
- Build professional contacts.
- Clarify career interests before internships.

Mentee Considerations:

- Arrange through Mav Mentors or LinkedIn.
- Confirm details ahead of time (schedule, dress code, confidentiality).
- Show up on time, ready to learn—bring a notebook.
- Observe quietly but ask thoughtful questions at appropriate moments.
- Treat it like a professional experience—your behavior matters.
- Send a thank-you message afterward.

Mentor Considerations:

- Outline expectations for the shadow day clearly (schedule, confidentiality).
- Provide various experiences, if possible, such as meetings, project work, and informal conversations.
- Introduce the mentee to colleagues and explain roles.
- Allow time for Q&A at the end.
- Offer follow-up reflection or next steps (e.g., connecting with another professional).

Resources:

- Sample thank-you email templates (Career Center staff can provide).