October 2, 2017

Dear Parent and Student:

All of us at the Woodstock School District want to help our students make the most informed career choice possible. With that goal in mind, we are pleased to announce a very special opportunity for juniors. During the week of November 13th through November 17th, members of our business community will open their doors to let interested juniors observe them for one “day on the job” and learn more about careers that they want to pursue.

JUNIOR JOB SHADOWING DAY gives students a chance to see firsthand the day-to-day requirements of a selected occupation under the guidance of an experienced professional. This on-site practical experience provides insights not normally gained in the classroom or through written materials. Here are some comments we’ve received from students who participated in previous programs:

- “Job shadowing gave me a great idea of how the job will be and what I should expect from the occupation.”
- “I got career information that I will use when deciding which college to attend and what major I will pursue.”
- “[It] showed me exactly what is in store for me [and] gave me hands on experience as to what I would be doing.”
- “After shadowing I realized that this was something I could see myself doing.”

We encourage you to take advantage of this fantastic opportunity. To sign up, just complete the application. Occupations available to shadow are listed on the “List of Occupations” document; however, students are not limited to those occupations. If he/she has a different occupation in mind, please feel free to still sign up for that occupation and we will do our best to accommodate the request. Also, if you happen to know someone in the area that you want to personally ask, please do so and indicate that on the application. Please keep in mind that as we try to accommodate all students, sometimes it becomes difficult to place students in certain careers based on confidentiality, location, individual job demands, etc.

Students will be excused from classes that will be missed on the day specified by the professional they are assigned to shadow. Parent permission is required, and students will be expected to provide their own transportation to and from the work site, which may or may not be within Woodstock city limits. Students will also be expected to attend a brief orientation session the week before to prepare them for their job shadowing experience.

Application forms are due via email to aharmer@wcusd200.org or to the Guidance Office NO LATER THAN THURSDAY, OCTOBER 12. Job shadowing positions will be filled on a first-come first-served basis, so you’ll want to respond quickly.

Sincerely,

Amanda Harmer
Career Facilitator