

Job Shadow Day

Job Shadow Day is a focused outreach/recruitment activity in which an agency hosts a group of high school students for a 4-5 hour guided exploratory visit. Job Shadow Day provides students with an opportunity to interact with industry professionals in their place of business. It helps to demystify the work of state government and empowers agencies to inform, inspire, and foster the next generation of state workers.

The format is simple. The day opens with agency leadership welcoming the students and presenting the group with an informational overview of the agency and what it does, highlighting the roles and responsibilities of each division within the agency. Students then break up into small groups, each of which is led by an agency staff representative for a more in-depth exploration into a particular division and the roles therein. After lunch, the large group reconvenes at the end for a collective recap on the day. That's it!

Job Shadow Day exposes students to the wide variety of jobs and careers that the state agency has to offer and to learn about the pathways and educational requirements for the various positions. Job Shadow Day provides students with important insights into which degrees, certifications, and jobs skills will be in high demand in the future. Interfacing with state government professionals helps students to plan and make informed decisions for their educational and professional development, resulting in well prepared future workforce.

Overall, hosting a Job Shadow Day is a relatively small but important commitment for the agency. With careful planning and preparation, Job Shadow Day can be greatly impactful on the lives of participating students while offering a positive and enriching experience for both hosts and guests.

Step	Action
1	Contact SPO Internship Program Manager, Michael Santillanes at: Michael.Santillanes@state.nm.us to schedule a Job Shadow Day consultation. The Internship Program Manager will assist in planning the project as well as identifying and coordinating with partnering educational institution.