



Explore. Discover. Connect.

Job Shadow Application

Saint Louis University Career Services
(314) 977-2828 / careers.slu.edu

The Job Shadow Program is designed to give you an opportunity to meet with an employer at his/her work setting. The benefits of participation include gaining in-depth knowledge about an industry and career field, networking with an employer, and reflecting on the experience with a career counselor. Upon completing the application and submitting, Career Services will make every effort to match you with an employer in one of your designated sites of interest.

The Job Shadow Program **REQUIRES** students to follow a five step process:

1. Complete application and submit to Career Services (in person to BSC 331 or cchase4@slu.edu)
2. Meet with a Career Counselor to receive job shadow match (2-3 weeks after submission)
3. Contact job shadow match to schedule job shadow experience
4. Meet with job shadow match at mutually agreed upon date and time
5. Conduct a follow-up session with your Career Counselor

*** PLEASE NOTE ***

Career Services serves the University by connecting students to employers and experiential learning opportunities. The job shadow program's sole purpose is to provide a learning experience for students and does not guarantee further employment with the job shadow site. When at the job shadow site, students are required to follow all guidelines and rules held by the organization. In addition, every effort will be made to match student interest with an applicable job shadow site.

Student Information

Student Name _____ Date _____

Local Mailing Address _____

Local Home Phone _____ Cell Phone _____

SLU Email Address _____ Classification: SOPHOMORE JUNIOR

Academic Major: _____

Anticipated Graduation Date: _____

Job Shadow Site Interests

List TOP 5 Career Interests (e.g. Counseling, Human Resources, Management, or Technology):

1. _____
2. _____
3. _____
4. _____
5. _____

OPTIONAL: Provide a brief statement about your career goals:

Learning Agreement

I agree to the job shadow program guidelines as mentioned above and agree to meet my obligation to the company/organization and to Saint Louis University in exchange for being provided this opportunity.

I understand that while participating in the job shadow program, I represent the University community as a whole, and so agree to conduct myself in a professional and productive manner at all times while on assignment.

I understand that failure to complete all five steps as outlined may jeopardize my access to CareerLink and other employer events.

NAME _____
DATE

CAREER SERVICES STAFF MEMBER _____
DATE

Job Shadow Match (to be completed by Career Services)

Contact Name / Title _____

Organization Affiliation _____

Contact requests to be notified by: PHONE EMAIL OTHER

Phone Number _____ Email Address _____

Address _____

City _____ State _____ ZIP _____

Additional Notes:

