

Helpful Reminders

For the day of the Job Shadow

- Be on time - early is better -10-15 minutes will work.
Notify host if you will be late or unable to come
- When you arrive- introduce yourself and ask for the site supervisor. Then introduce yourself to the site supervisor and shake his/her hand
- Dress appropriately—use good hygiene. You should dress for the job you are shadowing. It is always better to be “over dressed” than not dressed up enough. Make a good impression! You are representing Clarion Area SD.
- Be polite- use “please” and “thank you”. Have a good attitude
- Ask questions when able . Use the Site Supervisor Interview Form and include any of your own questions.
- At the end of the day, thank the site supervisor and shake his/her hand. Remember to get you Affidavit signed to keep in your portfolio.

Site Supervisor Interview Form

1. How did you become interested in this field?
2. What is a typical workday like?
3. What are your job duties?
4. What is the best educational preparation for this field? Do you recommend a certain institution?
5. What skills are needed in this field and which ones can/should I focus on at this point in my education?
6. What personal attributes do you feel are essential for success in this field?
7. What experiences have you had that better prepared you for your job?
8. What is your favorite aspect about your job?
9. What are some of the difficulties, and what motivates you to continue in this field despite them?
10. What is the future job outlook?
11. What types of advancement opportunities are available in this field?
12. What is the average starting salary?
13. Do you know of comparable job titles I should be exploring in this field?
14. What professional journals or organizations should I know about in this field?
15. What else should I know in order to make an informed decision about going into this field?