Dear Shadow Day Host,

Thank you for hosting a Two Rivers High School student for a Job Shadow Day. We are excited to be able to work with you and your team.

Purpose of a Shadow Day

Two Rivers students explore their interests through interviews, shadow days, internships and projects. Spending time in their chosen field of interest allows for a real-world learning experience. These experiences are valuable to their education, giving kids a chance to test drive a career for a day.

Students will arrive at the Shadow Day site prepared with questions or ideas about what they’d like to learn. Below are tips for a meaningful Shadow Day.

Tips for a Meaningful Shadow Day

- Provide a tour of your workplace.
- Share the personal side of how you developed your interest.
- Demonstrate the work as much as possible, rather than just talking about it.
- Discuss how you keep up-to-date in your field of expertise.
- Don’t be afraid to show them the fun side—laughter is a great equalizer.

Shadow Day Details

- Students are responsible for supplying their own lunch, if the day includes a lunch break, and getting themselves to and from the work site.
- All hosts are pre-screened through our mandatory background check.
- All Parents/ Guardians have signed off on allowing their child to do the said Shadow Day.
- After the Shadow Day is complete, the LTI Coordinator, or student’s advisor, may contact you to follow up on the experience.

Please complete the 2nd page of this form, the attached Volunteer Application, sign & send back with a Copy of your Driver’s License. If you have any questions, please don’t hesitate to call or email Chrissy. rileyc@svsd410.org  Hint: Copy or take pic of this form for your convenience*
Shadow Day Host Agreement 2019-2020

Shadow Day Profile:

________________________________________________________________________
Host Name _____________________________________________________________

________________________________________________________________________
Business/Organization name _____________________________________________

________________________________________________________________________
Business/Organization Address __________________________________________

________________________________________________________________________
Phone ________________________________________________________________

________________________________________________________________________
Email ___________________________________________________________________

________________________________________________________________________
Student to Host ________________________________________________________

________________________________________________________________________
Date & Time of Shadow Day ______________________________________________

For students’ safety and well-being, we complete background checks through WATCH. Please complete the attached Volunteer Application and return to us with a copy of your Driver’s license. Background checks are viable for two years.

The signature below indicates agreement for Two Rivers High School to conduct a background check and agreement to host a student for a Job Shadow Day.

Printed Full Name:________________________________________________________________________

Signature:______________________________________________________________________________

Date: __________________

Please return to Chrissy:
- Shadow Day Agreement
- The Attached Volunteer Application
- Copy of your Driver’s License

Two Rivers High School
Chrissy Riley -LTI Coordinator
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Fax: (425)831-4210
Email: rileyc@svsd410.org