

# Yale Office of Career Strategy

## Why participate in a Job Shadow or Yale Trek program?

These experiences will enable Yale students to:

- Explore a career field of interest
- Gain "first-hand" knowledge of a real work environment and on-the-job etiquette
- Connect directly with an alum/employer host, who can serve as an excellent resource for career, job and internship advice
- Students can uncover possible internships and options for future careers

## What are the benefits for my organization?

- Connect directly with Yale undergraduate students, and students from the [Yale Graduate School of Arts and Sciences](#). Gain access to potential summer interns and future employees
- Increase your brand on campus

## What is Job Shadowing?

Students shadow a host for part of a day, a full day or a few days. This provides students with a "day-in-the-life" perspective of your profession and allows them to gain first-hand knowledge about a career field.

## What types of activities do Yale Treks involve?

Hosts may choose to arrange a variety of activities for students at their site to allow them to gain exposure to many facets of their organization and profession. Potential activities include:

- Informational discussions/panels
- Presentations
- Informational interviews with colleagues
- Case studies
- Participation in meetings
- Tours of the organization
- Work-related projects which would give students a feel for the type of assignments entry-level employees or interns might participate in. Examples include research, data analysis, and editing.

### **What type of work experience do students bring?**

These programs are designed for career exploration and are open to all undergraduates, as well as students from Yale Graduate School of Arts & Sciences. The primary intent of this experience is for students to learn more about their career interests. Students are not required or expected to have prior work experience or specific job skills to participate.

### **When do these programs take place?**

You can host students during their Spring Break (March 13 - 24).

### **Can I host more than one student at my site?**

Yes, this is left to the discretion of the hosts.

### **Can I combine Job Shadowing with a Yale Trek?**

Yes, this is left to the discretion of the hosts.

### **Am I responsible for the student's housing, transportation or other expenses?**

No, the student's expenses are paid in full by the student.

### **How does the application and selection process work?**

- Register and submit a Job Shadow and/or Yale Trek description [here](#)
- Your opportunity will then be posted in [Yale Career Link](#), powered by Symplicity.
- Students will apply via Yale Career Link in mid-February.
- Selections are made by hosts in late February.
- Students will be asked to accept your offer by the end of February.
- Hosts sends logistics for the day(s) directly to students in early March (at least one week prior to the date the Job Shadowing or Trek begins).