

FORT DRUM REGIONAL HEALTH PLANNING ORGANIZATION
REGIONAL RECRUITMENT PROJECT

ADULT JOB SHADOW PROGRAM DESCRIPTION AND APPLICATION

Purpose:

The Fort Drum Regional Health Planning Organization (FDRHPO) offers adults interested in the medical, allied health or behavioral health field the opportunity to shadow in a professional healthcare setting in the Fort Drum Region, a 40-mile radius of Fort Drum to include: Jefferson, Lewis, and southern St. Lawrence Counties. The shadowing experience is valuable in shaping career choices and provides students with the opportunity to network with healthcare professionals in their community. Likewise, this program provides healthcare facilities with potential candidates for employment.

Program Description:

A participant will spend **16-24 hours** observing in a healthcare facility. As part of the shadowing experience, you will observe daily responsibilities and work environments of specific healthcare roles. Job shadowing enables students to identify their passions and provides opportunities to network and develop relationships with local healthcare professionals who can help make a positive impact on future career decisions. One of the greatest advantages of job shadowing is that it helps define a pathway toward career goals and provides a real-time, real-life experience placing the participants "in the shoes" of a healthcare professional.

Application Process:

To apply for the Adult Job Shadow Program, a completed application must be submitted to the FDRHPO office by fax, mail or email to workforce@fdrhpo.org. After submission, the FDRHPO Workforce Outreach Manager will review the application, coordinate placements, and be the point of contact. Placement of all job shadow opportunities will be based on the availability of the placement sites for the field of interest identified on the application. Please also note, that once the placement site has been selected, you may be asked to complete additional site-specific paperwork.

***In addition to the application, please submit the following:

- A copy of an up-to-date immunization record (must include proof of MMR and Varicella vaccination)
- Proof of a health physical (within the past year)
- Documentation of any allergies

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ADULT JOB SHADOW PROGRAM APPLICATION

Name: _____ Date: _____
Home Mailing Address: _____
City: _____ State: _____ Zip: _____
Cell Phone: () _____ E-mail: _____

Please document specific availability for shadowing (*school breaks, days, times, etc.*)

What healthcare fields are you interested in? (*Please list your top 3 preferences*)

1. _____
2. _____
3. _____

Do you have a specific placement site in mind? (*Hospital, clinic, private practice, etc.*)

4. _____
5. _____
6. _____

Short Answer Questions: As part of the application process, applicants are required to complete the following short answer questions on an additional piece of paper and attaching it to this application.

1. Briefly, please convey to us why you should be included in the Post-Secondary Shadow Program.
2. Please describe all previous healthcare experience by identifying the location, date, and nature of the experience. (If you do not have previous experience, please use N/A for the response to this question)
3. Please expand on your future short- and long-term education and career goals.

Please direct any questions and a completed application to:

ATTN: Workforce Outreach Manager
Fort Drum Regional Health Planning Organization
120 Washington Street, Suite 230
Watertown, NY 13601
(315) 755-2020 (office)
(315) 755-2022 (fax)
workforce@fdrhpo.org