



JOB SHADOWING SCHEME (JSS)



Overview

The AIM Job Shadowing Scheme (JSS) is designed to help participants increase their career awareness of a particular role or industry by participating in a Job Shadow.

Job Shadows afford students 'a day in the life' opportunities which allow them to spend a full day on the job with a professional learning about what working in their role and organisation is like.

Participation in the JSS is voluntary for both the Student Member and the professional and any Student Member wishing to participate in the JSS must apply through the AIM Student Member Portal via the AIM website.

What to Expect

Whilst there are no strict guidelines around the structure of the Job Shadow, at minimum, the experience should cover the following:

- What an average day in the shadow role consists of
- A brief overview of the professional's career journey thus far and how they came to be in the shadow role
- Skills, qualifications or experience that are important for success in the shadow role
- The most, and the least enjoyable aspects of the shadow role
- The salary range for someone in this role and any opportunities for advancement
- What the professional wishes they knew about the role or industry prior to starting out in their career

Duration

All job shadowing opportunities are offered for one day only (maximum 8hr day). Please see specific opportunities listed for exact attendance dates and times. If no date or times are listed then shadowing details are to be determined between the organisation and the individual.

Eligibility criteria

Anyone wishing to participate in the JSS must:

1. Be a current AIM Student Member (AIMs)
2. Maintain their AIM Membership and university/course enrolment for the duration of the job shadow



Application and Selection Process

Applications for all JSS opportunities are advertised in the Student Member portal section of the AIM website.

Anyone wishing to apply for a job shadow must complete an online application in order to be considered for the opportunity.

The application process is designed to allow us to determine applicant suitability for the opportunities we have available.

All applicant submissions must include a candidate cover letter and CV.

Once all applications have been assessed, suitable candidates will be invited to formally interview for the Scheme.

Selection of successful candidates will be determined by the organisation offering the opportunity.

Once the organisation has decided on the preferred candidate, AIM will contact all successful applicants.

Due to the large volume of applications, AIM cannot provide individual feedback on applications. However, any unsuccessful applicants are welcome to apply for future Job Shadowing opportunities.