



CHARTERED PROFESSIONALS  
IN HUMAN RESOURCES



# JOB SHADOW DAY

Organized by CPHR BC & Yukon in conjunction with the Okanagan College HR Club and the UBC Okanagan HR Club, Job Shadow Day gives local students a head-start in their HR career by providing a day of HR industry experience.

**Application Deadline: February 9, 2018**

# Job Shadow Day

While every experience will be different, the concept is for students to 'shadow' an HR professional during their regular work day and observe the wide range of activities encompassed by the profession. By doing so, the student complements their studies by gaining a sense of 'real world' HR and its important role within an organization.

## Who

Students: CPHR BC & Yukon student members attending Okanagan College and UBCO.  
Employers: Job Shadow Day seeks host organizations and HR professionals who are employers in the Okanagan area with an active HR function.

## When

The Job Shadow will be for one day for each student on either Friday, March 2 or Friday, March 9.

*\*if the day is not convenient for either student or host employer, you can reschedule at your mutual convenience to a date close to March 2 or 9.*

## Duration

The aim is to provide a full day's experience (8 hours). However, the duration may be reduced to a minimum of five hours at the discretion of the employer.

## Application + Other Details

Students: please complete the **Student Application form**.

Employers/professionals: please complete the **Host Expression of Interest form**.

- Application deadline: Friday, February 9, 2018.  
CPHR BC & Yukon will advise student/employer pairs by Monday, February 19.
- Each HR club will provide an orientation for its students prior to the Job Shadow Day.
- The aim is to pair one student to one host employer. If this is not possible, two students may be paired with one employer if acceptable to the employer.
- In the event of more students applying than places available, priority will be given to third and fourth year students who have not yet experienced a job shadow.
- While every effort will be made to provide a job shadow placement to students applicants, we cannot guarantee that every applicant can be accommodated due to the number of host employers available.
- The program is voluntary. There is no cost to any party to participate. The day's experience is unpaid.

## Contact

Tim Read, Member Relations Manager, Southern Interior  
250.317.8344 or tread@cphrbc.ca

Chartered Professionals in Human Resources of British Columbia and Yukon  
www.cphrbc.ca | www.hrvoice.org