Spring Break 2016
UW-Madison Letters & Science Badger Job Shadow Program
March 21-25, 2016

No plans for spring break?

Looking to explore your career interests and goals?

Wanting to learn more about, and observe, various types of job functions at an employer?

Wanting to build a network with professionals and learn about their career backgrounds and interests? Want to meet many UW alumni and make connections to them?

Interested in possible internship and job opportunities at an employer?

If you have these questions and more, then consider doing a job shadow experience!

Job shadowing will help you learn more about careers of interest, and also help you with your career exploration, goals and options. You will able to visit (or participate virtually, if available) employers in Wisconsin and throughout the U.S. to learn more about a work setting, observe and/or participate in various work functions, and learn about various types of career opportunities that might be available. You will have a chance to meet many professionals, including many UW alumni! Students are responsible for their own transportation to and from the employer for in-person visits.

Interested in Participating?

Please review this brochure for complete information!

Questions?

Greg Iaccarino
Recruiting and Experiential Education Coordinator
L&S Career Initiative and Career Services
greg.iaccarino@wisc.edu
(608) 265-9205
Job Shadow Program Application Directions

1.) Review the list of participating employers in this brochure, following the listed points on the next page.

2.) Register for the program at:  http://go.wisc.edu/5ca728

**Application Deadline:** Tuesday, March 8, 2016 11:59 p.m. CST

**AFTER THE APPLICATION DEADLINE**

- You will be notified by March 11, 2016 of your Job Shadow placements.

- You will receive preparation information, directions to the employer and other helpful items via email. You will be connected to the employer as well.

- You will also hear directly from Greg Iaccarino and the employer with more information about the specific job shadow experience.

Questions?

Greg Iaccarino  
Recruiting and Experiential Education Coordinator  
L&S Career Initiative and Career Services  
greg.iaccarino@wisc.edu  
(608) 265-9205
Points to Follow When Selecting Your Job Shadow Visits

- All employers and career fields are listed in alphabetical order on the following pages in this brochure. Please see the Table of Contents for a quick skim.

- Career fields of the job shadows are listed under each employer name.

- Visit the employers’ links for more detailed information about the employer.

- The city and state listed under each employer is the location of the job shadow.

- You are responsible for your own transportation to and from the host site.

- Some opportunities maybe available virtually (Skype, phone, email, etc.), as noted.

- Most/all job shadow visits will consist of 1:1 meetings with employees to learn about their jobs, attendance at group/staff meetings, participation in projects/programs, informational interviews, observations of work tasks. In addition, there might be opportunities to learn about internship and full-time opportunities and how to apply for them. More details will come in confirmation messages that you will obtain from the employer.

- The listed dates are those that job shadow visits can occur.

- You can pick more than one employer to visit. Please don’t pick 2 employers on the same day.

- Register for the program through this link: [http://go.wisc.edu/5ca728](http://go.wisc.edu/5ca728)
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L&S Career Initiative and Career Services 608-262-3921 careers.ls.wisc.edu
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FULL DESCRIPTIONS OF JOB SHADOW EXPERIENCES
(ALL ARE LISTED ON THE FOLLOWING PAGES)

(Reminders to note when reviewing the list and registering for the program)

- Visit the employers’ links for more detailed information.

- The city and state listed under each employer is the location of the job shadow. Virtual opportunities maybe available as listed.

- You are responsible for your own transportation to and from the host site.

- The listed dates are those that job shadow visits can occur.

- You can pick more than one employer to visit. Please don’t pick 2 employers on the same day.

- Create your list of employers and schedule of your visit dates.

- Register for the program through this link: http://go.wisc.edu/5ca728
FULL DESCRIPTION OF JOB SHADOW EXPERIENCES

AbbVie
www.abbvie.com
North Chicago, Illinois
STEM/Life Sciences

Job Shadow Description
In person Presentations, Plant and site tours, informationals with current employees regarding career opportunities, intern program overview, development program overview, panel with current development program members.

Job Shadow Available Visit Dates
All Day: March 23
In-person visit only

Accounting/Business Services, University of Wisconsin-Madison
www.bussvc.wisc.edu/acct
Madison, Wisconsin
Business Services

Job Shadow Description
Each student will shadow personnel in all four areas of Accounting Services: Accounts Payable, Travel, Asset Management and Financial Reporting, Analysis and Systems. They will see many work functions and have the opportunity to ask accounting professionals questions throughout their time with us. We process $1.6 billion of financial activity annually. We manage 2,200 procurement cards and 1,000 corporate cards. We process approximately 150,000 invoices annually.

Job Shadow Available Visit Dates
All Day: March 22, 23
Morning ONLY: March 24
In-person visit
FULL DESCRIPTION OF JOB SHADOW EXPERIENCES

Aldi Foods  
https://corporate.aldi.us/  
Madison, Wisconsin  
Retail/Leadership

Job Shadow Description  
Job shadow would include observing work functions, touring a work site, presentation about the position and the company, and opportunities for job shadow participants to ask any questions they may have. The position that we recruit for is a District Manager. It is a leadership position within the retail industry that allows individuals to work on a variety of tasks and projects. Candidates we would be seeking are those who are interested in the retail industry and also in management positions. We hire for all majors. We have both full time opportunities as well as summer internships available to students.

Job Shadow Available Visit Dates  
All Day: March 21, 23  
In-person visit

Blueline Consulting, LLC  
www.linkedin.com/company/blueline-technology-inc  
Madison, Wisconsin  
Technology/Startup/Sales/Marketing/Branding

Job Shadow Description  
Attending and learning for a full day of work in the life of a Blueline Consultant. You will observe our internal meeting and sharing client needs and paths of project execution. A candidate interview will be observed as well as a client presentation. Hours are for second shift: 1-7pm. Learn about paid internships that are available! We are a great company for students to visit if they are interested in entrepreneurship. We work in a creative, collaborative environment and have a unique perspective on publishing and how we can better recognize, promote, and develop the executives we feature in our magazines. Career Fields include: Executive Management, Project Management & Business Analysis; Financial Professional on CFO Path Information Technology Solutions Sales and Consulting, Technology Consultant, Solution Engineer

Job Shadow Available Visit Dates  
All Day: March 22, 23  
Afternoon ONLY: March 24  
In-person visit or virtual participation
FULL DESCRIPTION OF JOB SHADOW EXPERIENCES

Breakthrough Fuel
www.breakthroughfuel.com
Green Bay, Wisconsin
Business/Communications/Computer Science/Finance/Research/Sales

Job Shadow Description
Tours, work observation, informational interviews, Q&A panel, attending meetings. Career fields include: International business, marketing, communications, computer science, data science, research, finance, sales, etc. We can accommodate really any area of business interest.

Job Shadow Available Visit Dates
All Day: March 21, 22, 24, 25
In-person visit or virtual participation

Bright Horizons Family Solutions
www.brighthorizons.com
Various locations in Wisconsin and Illinois
(Madison, Pewaukee, Palmyra, Marshfield, Mount Pleasant, Racine (Wisconsin)
Education/Child Development

Job Shadow Description
Shadowing early childhood education teachers/leadership team. Engaging and interacting with young children (infants through kindergarten) in a hands-on environment. Attend staff meetings as appropriate Career Fields include: Early Childhood Education, Education, Social Work, Psychology

Job Shadow Available Visit Dates
All Day: March 22, 24
Morning ONLY: March 23
In-person visit or virtual participation
FULL DESCRIPTION OF JOB SHADOW EXPERIENCES

Cambridge Educational Services  
www.cambridgeEd.com  
Des Plaines, Illinois (near O'Hare Airport)  
Education/College Preparation/Coaching/Mentoring/Test Preparation

Job Shadow Description
Tours of the work site, conducting informational interviews with the President and/or Executive Team and staff members in desired departments, observe work functions. We provide many internship opportunities for students during the summer and would love for interested students to shadow our office to learn more about our company. For graduating seniors, we also offer many entry-level positions in a variety of areas. Career fields include: Administrative Assistant/Intern, Data Entry Assistant/Intern, Marketing Assistant/Intern, Human Resources Assistant/Intern, Editorial Assistant/Intern, Sales Assistant/Intern, Administrative Assistant for School Relations Assistant/Intern, Shipping Assistant/Intern, Tech Support Assistant/Intern.

Job Shadow Available Visit Dates
All Day: March 21, 24, 25  
Morning ONLY: March 22, 23  
In-person visit or virtual participation

Catalent Pharma Solutions  
www.catalent.com  
Madison, Wisconsin  
STEM/Life Sciences

Job Shadow Description
Observing work functions, attending staff meetings, conducting informational interviews, mock interviews with HR, tours of work site, introduction to our work site, etc. Career fields include: Life Science careers - Scientist, Assistant Scientist, Lab Associate

Job Shadow Available Visit Dates
All Day: March 21, 22, 23, 24, 25  
In-person visit only
FULL DESCRIPTION OF JOB SHADOW EXPERIENCES

Chicago Public Schools
www.cps.edu
Chicago, Illinois
Education

Job Shadow Description
Visit the Hawthorne Scholastic Academy of the Chicago Public Schools/observe education programs and activities in the school. http://www.hawthorneacad.org/

Job Shadow Available Visit Dates
All Day: March 21, 24, 25
Afternoon ONLY: March 22, 23
In-person visit

Chicago Twenty Something, Inc.
www.chicagotentysomthing.com
Event Planning/Marketing/Promotions

Job Shadow Description
Since most of our office work is done using social media and other digital marketing strategies, the job shadow will be taking more the form of an informal presentation of our company. We are looking for students that are outgoing and enjoy trying new things and meeting new people! Students that are very social will love our company! Career fields include: Event Planning, Marketing, Promotion, Advertising

Job Shadow Available Visit Dates
All Day: March 22, 23
In-person visit

City Year Milwaukee
www.cityyear.org/milwaukee
Education/AmeriCorps/Service

Job Shadow Description
City Year Milwaukee office visit, City Year school visit (to Milwaukee Public School locations) and round table with City Year AmeriCorps Members

Job Shadow Available Visit Dates
Afternoon ONLY: March 23
FULL DESCRIPTION OF JOB SHADOW EXPERIENCES

Cottingham & Butler
www.cottinghambutler.com
Madison, Wisconsin
Sales/Insurance

Job Shadow Description
Daily life and work of a broker in the insurance industry. Cold-calling, sales pitches, sales tactics, team meetings, tour. We look for competitive, strong-willed and determined individuals as well as those who are detail-oriented and looking for a fast-paced work environment. Career fields include: Sales/Insurance.

Job Shadow Available Visit Dates
All Day: March 21
Afternoon ONLY: March 22
In-person visit

Digital Telepathy
www.digital-telepathy.com
San Diego, California
Technology/Sales/Marketing/Business Consulting

Job Shadow Description
Create strategy sessions for clients. Sales strategy sessions. Marketing strategy sessions with internal team. Design ideation and more. Would also be able to make web & user interface designers and web developers to shadow. Career fields include: web designer, web developer, internet marketing and social media specialist, copywriter, strategist

Job Shadow Available Visit Dates
All Day: March 22, 23
FULL DESCRIPTION OF JOB SHADOW EXPERIENCES

Doyenne Group/Fractal
www.thedoyennegroup.com
Madison, Wisconsin
Entrepreneurship/Education

Job Shadow Description
Running a Spring Break program for kids during the mornings. Attend meetings in the afternoon with local business professionals, entrepreneurs, interns, co-founder. Career fields include: Education, Business (general), Entrepreneurship

Job Shadow Available Visit Dates
All Day: March 21, 22, 23, 24
Morning ONLY: March 25
In-person visit

Eco-Resource Consulting, LLC
www.eco-resource.net
Stoughton, Wisconsin
STEM/Ecology

Job Shadow Description
Going out in the field and seeing the hands-on work of ecological restoration. Job shadowing staff (ecologists) in the field since that’s the best representation of what work would be like in these career types after graduation. The student should be fine with physical labor in hot or cold weather. Career fields include: Restoration Ecology, Restoration Technician, Ecologist

Job Shadow Available Visit Dates
All Day: March 22, 23, 24
In-person visit

FULL DESCRIPTION OF JOB SHADOW EXPERIENCES

Entertainment Cruises
www.entertainmentcruises.com
Chicago, Illinois
Marketing/Sales/Hospitality/Entertainment

Job Shadow Description
Observing certain work functions, including National Reservation Center operations such as Customer Service Teams, Call Routing, Scheduling, and Supervisor duties, among others. Tours of the work site in addition to the ships in the Entertainment Cruises Chicago fleet will be available as well. Informational Session with VP of Sales and Marketing will also be available to students. Learn about internships that are available! Career fields include: Sales, Marketing, General Business, Hospitality, Communications, Business Administration

Job Shadow Available Visit Dates
All Day: March 21, 22, 23, 24, 25
In-person visit or virtual participation

ERDMAN
www.erdman.com
Madison, Wisconsin
Healthcare/Human Resources/ Interior Design/Architecture

Job Shadow Description
Positions to shadow include: Architecture, Engineering, Interior Design, Human Resources and Construction Professionals. Observing daily work functions, attending staff meetings, conducting informational interviews with staff members, tours of corporate office, sitting in a project meeting, touring our BIM Cave, understanding the processing of building a healthcare facility, much more!
We are looking for students that are passionate about healthcare. Career fields include: Architecture, Interior Design, Engineering, Human Resources, Construction, Landscape, Estimating, Scheduling, Project Controls, Safety, Finance, Marketing, LEAN, GIS.

Job Shadow Available Visit Dates
Afternoon ONLY: March 24
In-person visit

FULL DESCRIPTION OF JOB SHADOW EXPERIENCES

Galapagos Charter School G-Corps Fellowship
http://galapagoscharter.org

http://galapagoschicago.org
Chicago, Illinois
Education/Service/Gap-Year/Fellowship/Youth

Job Shadow Description
Observe lessons and meet with two current fellows to hear about their experiences. We are interested in seniors who are considering the G-Corps Fellowship for the 2016-2017 year. Career fields include: Fellowship, service, teaching/education, achievement gap, gap-year, working with children.

Job Shadow Available Visit Dates
All Day: March 21, 22, 23, 24, 25
In-person visit

gener8tor
www.gener8tor.com
Madison, Wisconsin
Entrepreneurship/Startup/Business Development/Operations/Marketing

Job Shadow Description
Sitting in on meetings with startups. Tour of our office. Potential informational interviews with gener8tor alumni companies. There are excellent job opportunities for L&S majors within startups. While technical talent is a big part of building a successful company, you don't have to be an engineer or know how to code in order to be an integral part of a startup. This is something students will quickly pick up on when they sit in on meetings with our next cohort of companies. Career fields include: everything from administration, finance, sales, product development (typically CS/engineering-focused), customer
service, operations and marketing. Our portfolio includes very diverse companies - one even has positions like "Wine Concierge."

**Job Shadow Available Visit Dates**
Morning ONLY: March 23
All Day: March 25
In-person visit

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**FULL DESCRIPTION OF JOB SHADOW EXPERIENCES**

**Greendale School District**
www.greendalek12.wi.us
Greendale, Wisconsin
Environment/Green Initiatives/Sustainability/Education

**Job Shadow Description**
We are looking for a job shadow (with the possibility of a summer internship opportunity!) for our school garden and sustainability work. Observation would include HS Environmental Science courses, sustainability overview, elementary science observations and time in the school garden. We are seeking summer interns to support our school garden efforts. This shadow opportunity would provide students the opportunity to tour our sustainable practices, observe environmental science courses, tour the school forest, work in the school garden, and learn more about sustainability in the Greendale Schools. Career fields include: Biology, Conservation Biology, Environmental Sciences, Environmental Studies, Sustainability, Green initiatives, Garden/Horticulture, Education/Teaching. Greendale Schools was named a 2014 U.S. Dept of Education Green Ribbon School District – GSD made strides in reducing environmental impact, improving staff and student health and wellness, and implemented effective sustainability and environmental education. We use produce from our school garden in our food service operations, compost waste and have cut energy use by 20%.

**Job Shadow Available Visit Dates**
All Day: March 21, 22, 24
In-person visit
FULL DESCRIPTION OF JOB SHADOW EXPERIENCES

Guerrero Howe Custom Media  
www.guerrerohowe.com  
Chicago, Illinois  
Communications/Design/Editorial/Marketing/Advertising/Sales

Job Shadow Description  
We would be interested in hosting a half day program where they students were in small groups and had informational interviews with representatives from our largest departments: design, editorial, marketing, sales. We would also provide lunch and a networking hour and hopefully an appearance by our CEO. Career fields include: Associate Editors, Graphic Designers, Communications/Marketing, Advertising Sales, Content & Advertising Manager

Job Shadow Available Visit Dates  
Afternoon ONLY: March 22  
Morning ONLY: March 23  
All Day: March 24, 25  
In-person visit

High Monkey  
www.highmonkey.com  
Roseville, Minnesota (near Minneapolis)  
Information Technology/Web Development

Job Shadow Description and Career Fields of Job Shadow  
Intern would attend internal meetings, shadow appropriate staff and may attend client meetings (depending on what is scheduled at that time). We are a top-tier web development company that works extensively with .NET-based CMS platforms and Microsoft SharePoint. Career fields include: Web
Development (ASP.NET/HTML/Javascript), Web Design (Graphic Design), User Experience (Information architecture/Usability)

Job Shadow Available Visit Dates
All Day: March 21, 22, 23, 24, 25
In-person visit or virtual participation

FULL DESCRIPTION OF JOB SHADOW EXPERIENCES

Identity Works, Inc.
www.idworks.com
West Salem, Wisconsin
Branding/Social Media/Web Design/Graphic Design/Programming

Job Shadow Description
In person opportunities include Digital (web, programming and social media), Branding and/or Graphic Design. This could include attending meetings, observing and possibly conducting work functions, site tour and overview. Looking for creative, forward thinking, open-minded, energetic individuals with a passion and enthusiasm for growth! Career fields include: Branding, Web design, Programming, Social Media and/or Graphic Design

Job Shadow Available Visit Dates
All Day: March 21, 22, 23, 24, 25
In-person or virtual participation

Jackson Hewitt Tax Service
www.jtax.com
Madison, Wisconsin
Business/Finance/Tax/Accounting

Job Shadow Description
Observing in a tax office, observing client interaction, tax preparation, auditing locations, tours of work sites Career fields include: Business, finance, tax, accounting
FULL DESCRIPTION OF JOB SHADOW EXPERIENCES

Kennedy Communications
www.kennedyc.com
Madison, Wisconsin
Advertising/Marketing/Communications

Job Shadow Description
Conducting informational interviews, tour of the work site, observing work functions, attending meetings where appropriate. Student will be able to meet with a representative from each department for half an hour to an hour and then choose where to devote their job shadowing time. We are a full service Advertising Agency so any students interested in any area of advertising might be interested in our office. Career fields include: Advertising/Marketing: Account Executives, Media Buyers, Web Designers, Web Developers, Digital Account Executives, Social Media and PR Marketers.

Job Shadow Available Visit Dates
All Day: March 22, 23, 24
In-person visit or virtual participation

Little Builders Day School
www.tri-north.com
Madison, Wisconsin
Education/Youth/Childcare

Job Shadow Description
Shadowing classroom teachers in two classrooms: infant/toddler and preschool (2-5 year olds). Meeting with director about administrative duties. Tour of program. We are a corporate sponsored daycare located inside Tri-North Builders. Many of the children who attend are daycare have parents who work
inside the building. We are a small daycare with 14 children currently enrolled. Career fields include: Education, youth, childcare.

Job Shadow Available Visit Dates
All Day: March 21, 24, 25
Morning ONLY: March 23
Afternoon ONLY: March 22

FULL DESCRIPTION OF JOB SHADOW EXPERIENCES

Mosaic Sales Solutions
www.mosaic.com
Chicago, Illinois
Recruiting/Human Resources/Marketing

Job Shadow Description
We currently have 10 teams that would like to request students to shadow their teams! In these areas, students would be able to view normal daily work functions, attend any staff meetings taking place on these days, conduct informational interviews of the staff members on these teams, tour the work site, etc. The team areas with an opportunity to shadow are in Talent Acquisition recruiting teams, Talent Strategies team, Logistics and Procurement team, Account Services for Anheuser Busch Teams, Account Services for Oracle/Starbucks, Target, Account Services for Dell Campus, and Marketing Strategy and Ideation. Career fields include: Students interested in the fields of Recruiting/HR or Marketing.

Job Shadow Available Visit Dates
All Day: March 21, 22
In-person visit or virtual participation

NetApp
www.netapp.com
Research Triangle Park, North Carolina
Information Technology/Business/Marketing/Sales/Finance

Job Shadow Description and Career Fields of Job Shadow
Informational Interviews with NetApp Employees, Office Tour, Data Center Tour and other items can be added to the agenda based on the length of the visit. Career fields include: Engineering - Computer Science, Computer Engineering, Electrical Engineering/IT/Business - Marketing, Finance or Sales

**Job Shadow Available Visit Dates**
All Day: March 22, 23
In-person visit

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**FULL DESCRIPTION OF JOB SHADOW EXPERIENCES**

**New Vision Wilderness**
[www.nvwild.com](http://www.nvwild.com)
Medford, Wisconsin
STEM/Environment/Wilderness/Field Work/Mental Health/Youth

**Job Shadow Description**
Attending Field Staff Training, Wilderness Field Tour, Informational Interview with field staff. Career Fields include: Looking for students interested in career working in mental health field with youth. Looking for students interested in working in challenging outdoor environment. Psychology, social work, and counseling backgrounds or related coursework preferred. Students will need to sign confidentiality clauses. In order to participate in field visits and some aspects of the job shadow, students will need to be a minimum of 21 years old.

**Job Shadow Available Visit Dates**
All Day: March 22, 23
In-person visit

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**Origami Risk, LLC**
[www.origamirisk.com](http://www.origamirisk.com)
Chicago, Illinois
Information Technology/Marketing/Finance/HR/Risk Management

**Job Shadow Description and Career Fields of Job Shadow**
Observe work functions, Informational interviews with staff members, Tours of work site. Students who have a passion for technology and/or strong technical aptitude, client service, strong business acumen,
and enjoys collaborative settings. Career fields include: Risk Management (Client Service, Analysts); IT Operations; Computer Science, Marketing, Finance/HR

**Job Shadow Available Visit Dates**
All Day: March 22, 23
Afternoon ONLY: March 24, 25
In-person visit

**FULL DESCRIPTION OF JOB SHADOW EXPERIENCES**

**Oxford Global Resources**
www.oxfordcorp.com
Madison, Wisconsin
Recruiting/Sales/Business Relations

**Job Shadow Description**
We typically do a presentation, Q & A with our managers/team leads, lunch, job shadow of both our Recruiter and Sales roles, then possibly interviews based on the candidate’s interest level. Our entry level position is the Recruiter Associate, which is the talent acquisition side of our business. Our successful candidates come from a variety of backgrounds and have the following characteristics: College degree, Work experience in a demanding and fluid environment, Demonstrated an achievement orientation and a drive to excel, Taken leadership of a group, Personal financial responsibility, Excel in environments where feedback is frequent and direction has been specific; Show interest, aptitude and ability to build and maintain relationships. Oxford’s continued success is attributed to the success of our employees. We’ve developed programs and created tools designed to effectively accelerate your career. As you achieve, we want to make sure you are rewarded not only financially, but also with opportunities for advancement. Nearly 95 percent of all managers are promoted from within our organization.

What’s in it for you?

1. **Development of Broad Business Competencies**
   Further develop your knowledge in basic sales and negotiation skills, critical questioning, trends, and terminology in relevant technologies, while becoming experts in collaboration and teamwork, and implementing the Oxford Process.

2. **Earnings Potential**
   Our Leadership Trainees determine their earning potential by the strength of their drive for success. Persistence and hard work enable them to qualify for participation in our annual President’s Club retreat. Through our base salary–plus–incentive compensation program, trainees can advance their incomes without any arbitrary limitations.
3. Career Advancement
You may follow a management career path or a senior associate career path. Although the timeline varies for every employee, the typical career path of successful Oxford employees can be seen at www.oxfordcorp.com.

If you bring the passion and determination, Oxford will provide the skills and environment to help you build a lasting and rewarding career.

**Job Shadow Available Visit Dates**
All Day: March 25
In-person visit

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**FULL DESCRIPTION OF JOB SHADOW EXPERIENCES**

**Partners in Excellence**
LaCrosse, Wisconsin
[www.pieofmn.com](http://www.pieofmn.com)
Social Services/Childcare/Autism Behavioral Therapy/
Speech Therapy/Occupational Therapy

**Job Shadow Description**
Observe professionals that are in Childcare, Occupational Therapy, Speech Therapy, Autism Behavior Therapy. Students that are looking to working with children with either autism or disorder along those lines. Career fields include: Psychology, Sociology, Social Work, Communication Disorders, Child Psychology, Family Studies, Education: Special Education, Early Childhood, Human services/Management, Mental Health, Applied Behavior Analysis.

**Job Shadow Available Visit Dates**
All Day: March 21, 22, 23, 24, 25
In-person visit or virtual participation

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**Promote Local**
[www.promotelocal.com](http://www.promotelocal.com)
Madison, Wisconsin
Marketing/Journalism/Business Development/Entrepreneurship

**Job Shadow Description**
We are a full service marketing agency and tech company; experiences could include observing day to day tasks such as social media management, copywriting, graphic design, etc. Additional experiences could involve shadowing a client meeting, sales development meeting, interview, and more. The best option for shadowing is to come to our office in person (520 University Ave, Suite 115). We are a small
company that functions much like a startup. We can provide an intimate look into that structure - those who are looking for a corporate experience need not visit us. Career fields include: Marketing, Journalism, Graphic Design, Business Development, Technology Development

**Job Shadow Available Visit Dates**
Afternoon ONLY: March 23
All Day: March 21, 22, 24

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**FULL DESCRIPTION OF JOB SHADOW EXPERIENCES**

**Public Allies, Inc., National Office**
www.publicallies.org
Milwaukee, Wisconsin
Nonprofit Administration/Fundraising/Social Justice/Organizational Management

**Job Shadow Description**
Meet with all departments (program, finance and administration, development), Attend meetings alongside Chief of Staff as applicable, office tour, connection to our local Public Allies Milwaukee site. Career fields include: nonprofit administration, fundraising, social justice, organizational management.

**Job Shadow Available Visit Dates**
All Day: March 22, 23, 24
Afternoon ONLY: March 21
In-person visit

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**RotoWire.com Fantasy Sports Website**
www.rotowire.com
Madison, Wisconsin
Sports Media/Communications/Customer Service

**Job Shadow Description**
Those involved with the Job Shadow Program at RotoWire will Receive an overview of the company's history, discuss partnerships with ESPN, Yahoo, CBS, NBA.com, and other established companies in the sports industry, shadow the company’s Recruiting Coordinator and record a mini podcast using the company's media studio. Career fields include: Sports Media, Communications, Customer Service
Job Shadow Available Visit Dates
All Day: March 22, 23
Afternoon ONLY: March 21
Morning ONLY: March 25
In-person visit or virtual participation

FULL DESCRIPTION OF JOB SHADOW EXPERIENCES

Russell, Tobin & Associates
www.russelltobin.com
Minneapolis, Minnesota
Human Resources/Communications/Sales/Public Relations/Marketing

Job Shadow Description
We are a midsize recruiting firm headquartered in New York. I manage the Minneapolis office, which was for all intents and purposes, a start-up office just 18 months ago. We now have more than 12 people in our office in Downtown Minneapolis (and growing). The student would be able to sit with our team, assist us in connecting with great candidates, learn about our CEOs uniquely and intentionally developed culture, participate in meetings and learn about our clients and the recruiting industry. Career fields include: Human Resources, Communications, Sales, Public Relations, Marketing

Job Shadow Available Visit Dates
All Day: March 21, 22, 23, 24, 25
In-person visit

Sarah Best Strategy
www.sarahbeststrategy.com
Madison, Wisconsin
Social Media/Strategic Communications/Marketing/Consulting

Job Shadow Description
Our award-winning social media strategy, social media advertising, content strategy, and marketing consulting services help individuals and businesses grow audiences and reach goals. Learn about the workings of a social media strategy business. I work with a number of students who are in
communications and marketing as interns. Many are curious about how I became a social media strategist since it is a new field. Students with a curiosity in either starting their own business or in pursuing a career in social media strategy would be welcome. Career fields include: Marketing, social media strategy, digital marketing, content strategy, entrepreneurship

Job Shadow Available Visit Dates
All Day: March 21, 22, 23, 25
Morning ONLY: March 24

FULL DESCRIPTION OF JOB SHADOW EXPERIENCES

Southwest Badger RC&D Council
www.swbadger.org
Dodgeville, Wisconsin
Conservation/Agriculture/Web Design/Marketing

Job Shadow Description
Observing grazing plan meeting and or field visit with a landowner, informational interview, tour of work site. We might be looking for an IT or marketing intern for the coming summer, someone with web experience who is passionate about agriculture. So it could be a way to see if this workplace/project might be a good fit with their interests. Career fields include: Conservation, agriculture, grazing, livestock, web design, marketing, database management.

Job Shadow Available Visit Dates
All Day: March 21, 22, 23, 24, 25
In-person visit

The Edgewater
www.theedgewater.com
Madison, Wisconsin
Hospitality/Business/Leadership/Revenue/Human Resources

Job Shadow Description
Observing work functions of a hotel, restaurant, kitchen, spa and event facility. Interviewing staff members, seeing operationally how the industry works. Attending staff meetings. Tour of the property. While nestled in the Service industry, many components come together to make a top tier urban resort hotel property and spa run including finance, human resources, facilities in addition to food & beverage,
front of house/back of house and our Spa team. We are proud to be an employer of destination in Madison. Career fields include: General Management, Hospitality, Food & Beverage, Lodging, Revenue Management. Interested in participant with a passion for service excellence, thoughtful decision making and strategic planning. Career fields include: hospitality, business, leadership, revenue/human resources

Job Shadow Available Visit Dates
All Day: March 21, 22, 23, 25
In-person visit

FULL DESCRIPTION OF JOB SHADOW EXPERIENCES

The Printery, an RR Donnelley Company
www.rrd.com
New Berlin, Wisconsin
Communications/Print/Digital/Supply Chain

Job Shadow Description
Observing certain work functions, conducting informational interviews with staff members, tours of work site, etc. We are looking to hire participants into our Associate Development Program - a full time, entry level position. The Associate Development Program is a great way to accelerate your career while helping organizations worldwide communicate more effectively with their customers. During our program, Associates will learn how our services and solutions are produced, sold, and delivered through hands-on training on the manufacturing floor and in the front office, job shadowing, and our online curriculum. Upon graduating from the Associate Development Program, Associates will have the knowledge and skill set needed to successfully grow their career into management, sales, technology, accounting, and more.

Job Shadow Available Visit Dates
All Day: March 21, 24, 25
Afternoon ONLY: March 22, 23
In-person visit or virtual participation

The Resource Group/Ascension (Healthcare)
www.ascension.org
Milwaukee, Wisconsin
Healthcare Administration/Analytics/Consulting/Supply Chain/Operations
Job Shadow Description
Observing day to day work functions, Tour of work site. Career fields include: Healthcare Administration, analytics, consulting, supply chain and operations

Job Shadow Available Visit Dates
All Day: March 22, 23
Afternoon ONLY: March 21, 24
In-person visit

FULL DESCRIPTION OF JOB SHADOW EXPERIENCES

Venture for America
www.ventureforamerica.org
New York, New York
Entrepreneurship/Startups

Job Shadow Description
Take tour of office, conduct informational interviews, shadow recruitment team. Those who are interested in becoming a Venture for America Fellow (i.e. working at a startup in an emerging city) should come! We are a fellowship program for recent college graduates to launch their careers as entrepreneurs. Our fellows spend two years in the trenches of a startup in an emerging city, where they learn how to build a business while making an impact. Career fields include: entrepreneurship/startups

Job Shadow Available Visit Dates
All Day: March 22, 23
Morning ONLY: March 21, 24, 25
In-person visit

Walgreens
http://careers.walgreens.com
Windsor, Wisconsin
Healthcare/Supply Chain Management/Information Technology/Human Resources/Safety

Job Shadow Description
Observe and shadow professionals in these career fields: Computer Room Operators, Building Engineers, Supply Chain Supervisors, Human Resource Generalists

Job Shadow Available Visit Dates
All Day: March 22, 23, 24
Morning ONLY: March 25
In-person visit or virtual participation

FULL DESCRIPTION OF JOB SHADOW EXPERIENCES

Walgreens
http://careers.walgreens.com
Madison, Wisconsin
Healthcare/Pharmacy/Retail Management

Job Shadow Description
In addition to the store manager shadows Walgreens was interested in doing, we can also have 1-2 students shadow a Walgreens district manager for a day. The students would shadow a district manager conducting a pharmacy focused walk and front-end focused walk, activities would consist of multiple store visits (2-3) as well as conversations with leadership addressing key behaviors and focal points. District Manager would meet participants at the Walgreens located at 3710 E Washington, in Madison, and visit 3 stores in the Dells area of the state. It would be a full day (8-5). (District Manager would provide lunch). Career fields include: retail management, pharmacy, healthcare

Job Shadow Available Visit Dates
All Day: March 22, 23
In-person visit

Webcrafters, Inc.
www.webcrafters-inc.com
Madison, Wisconsin
Human Resources/Safety/Environmental & Sustainability
Job Shadow Description

Job shadow HR staff - informational interviews regarding benefits, staffing, HRIS, Safety, Wellness. Tours of worksite. Career fields include: human resources, safety, environmental, sustainability

Job Shadow Available Visit Dates

All Day: March 22, 23, 24
In-person visit

FULL DESCRIPTION OF JOB SHADOW EXPERIENCES

Weztel Brothers, An RR Donnelley Company
www.rrd.com
Cudahy, Wisconsin
Communications/Print/Digital/Supply Chain

Job Shadow Description
Observing certain work functions, conducting informational interviews with staff members, tours of worksite, etc. We are looking to hire participants into our Associate Development Program - a full time, entry level position. The Associate Development Program is a great way to accelerate your career while helping organizations worldwide communicate more effectively with their customers. During our program, Associates will learn how our services and solutions are produced, sold, and delivered through hands-on training on the manufacturing floor and in the front office, job shadowing, and our online curriculum. Upon graduating from the Associate Development Program, Associates will have the knowledge and skill set needed to successfully grow their career into management, sales, technology, accounting, and more.

Job Shadow Available Visit Dates
All Day: March 22, 23
Afternoon ONLY: March 21
Morning ONLY: March 24
In-person visit or virtual participation

Wisconsin Historical Museum
www.wisconsinhistory.org
Madison, Wisconsin
Museums/History/Education
Job Shadow Description
Observe tours given by staff to children, discussion of museum topics, tour of work site. Career fields include: Museum studies, education

Job Shadow Available Visit Dates
All Day: March 22
In-person visit

FULL DESCRIPTION OF JOB SHADOW EXPERIENCES

WPS Health Solutions
www.wpsic.com
Madison, Wisconsin
Healthcare/Health Insurance/Market Research/Economics/Financial/Project Management

Job Shadow Description and Career Fields of Job Shadow

Job Shadow Available Visit Dates
All Day: March 21, 24, 25
Morning ONLY: March 22, 23
In-person visit