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## EXTERNSHIPS & JOB SHADOWING

**Externships** are available May through July each year. These short-term job shadowing experiences are designed for high school (age 16+) and college students to gain an understanding of the educational and interpersonal skills required for successful pursuit of employment in their fields of interest. Students observe a Goodwill professional's routine workday and/or engage in a guided work demonstration by scheduling one or two 4-hour days of job shadowing.

### EXTERNSHIPS ARE AVAILABLE IN THE FOLLOWING CAREER FIELDS:

**Business:** Accounting, E-Commerce, Entrepreneurship, Finance, Marketing & Communications, Retail Management

**Economic Development:** Career Development, Facilities Management, Logistics & Transportation, Product & Supply Chain Management, Sustainability

**Education:** Career Exploration, Digital Skills, Grant Administration, Instructional Design, Leadership

**Human Resources:** Employee Recruitment & Retention, Regulation & Compliance, Training & Development

**Human Services:** Accessibility Services, Employment Support Services, Program Development, Veteran Services



**Information Technology:** Point of Sale Systems, Social Media, Systems Management

**Non-Profit Administration:** Project Management, Resource Development, Strategic Planning, Volunteer Management



Please scan the QR code for externship/job shadowing opportunities and contact information:  
[volunteerservices@goodwilltnva.org](mailto:volunteerservices@goodwilltnva.org)