




HOTEL ASSOCIATION OF NEW YORK CITY, INC.

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TO: General Managers, Directors of Human Resources – Member Hotels
FROM: Joseph E. Spinnato 
RE: 2014 National Job Shadow Initiative
DATE: December 16, 2013

The 2014 National Job Shadow Initiative will be held during the months of February 2014 and March 2014. New York City, in order to accommodate high school student schedules, will be participating in this program throughout the entire months of February 2014 and March 2014. This initiative is in conjunction with America's Promise – The Alliance for Youth, Junior Achievement and the United States Department of Labor. Businesses, Educators, and Communities across America will be supporting this initiative by providing students with work place job shadowing experiences. Students will be invited into the workplace for a day (usually four-six hours) and paired with a workplace mentor who they will "shadow" throughout the day to learn how the skills they are taught in the classroom can be applied in the business world.

We strongly encourage you to get involved with this worthwhile program. If you are interested in obtaining additional information on this program and/or bringing in students to "shadow" selected hotel mentors, please contact:

Ms. Tara Bellevue
Executive Director
New York City Academies
(718) 810-4347 (cell)
(718) 391-8237 (office)
tbellevue@nycacademies.org

Best regards.

JES/lef
Attachment



JOB SHADOWING

We would be delighted to participate in Job Shadowing

Name:
Title:
Company:
Address:
Floor/Room:
Email:
Phone:

Date for Our Event:
Time:
Number of Students:
Are Chaperones Required?

Academy Themes: (check all areas that apply to your company)

Finance
 Hospitality and Tourism
 Information & Technology
 Engineering
 Health Sciences

Event Contact Name (if different than you):
Department:
Email:
Phone:

Return this form to: Sharon Fine, Industry Partnership Coordinator
sfine@nycacademies.org

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Tara Bellevue, Director of NYC Academies
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