



JMA J-Term for Seniors: January 7-9, 2019

Dear Students,

J-Term (January Term) is a three day period in which students have the opportunity to engage in personal development outside the traditional classroom. This term is designed for students to experience a profession that might aid in future endeavors, such as career choices and college curriculum choices. Students will not only receive valuable life skills but will also receive school credit while shadowing a professional.

We want to encourage students to move forward and have their paperwork completed as soon as possible. This is a valued part of students' Senior year activities. If there is difficulty in locating an assignment, please see Mr. Gallagher, Mrs. Ling, or Mrs. Jones for suggestions. To participate in this project, students must meet the following requirements:

1. Seek out a mentor. Look for a professional who is working in a career that might be interesting. Give a "letter of inquiry" to your potential mentor if you wish. These are available on the counselor's website. Throughout the course of the experience, students should shadow a minimum of 6 hours a day for a minimum of three days – earning a total of 18 or more hours.
2. Submit participant form, complete with student, parent, and mentor information and signatures [page 3]. **The deadline for this is November 16, 2018.**

Please return this to Mr. Gallagher or Mrs. Ling!

3. Once the mentorship is secured, please remember:
 - a. **Be punctual.** Remember that mentors are professionals and still has job/performance expectations while hosting a shadowing student.
 - b. **Be professional.** While in the community, students are a representative of JMA. All parts of the Student Honor Code are expected to be upheld.
 - c. **Be on task.** Students have a "timesheet" (will receive in December) that asks mentors to verify participation each day. Be sure that you have that completed and ready to turn in on **Thursday, January 10, 2019.**



Participant Form due November 16, 2018

Student Name: _____ Cell: _____

Email: _____

Field of Interest: _____

I understand the guidelines set forth for me and I will uphold the JMA Student Honor Code by representing myself and the school to the best of my ability during this mentorship.

Student Signature: _____

Parent/Guardian Name: _____ Phone: _____

I understand where my child will be and who he/she will be supervised by while interning during the J-Term.

Parent Signature: _____

Mentor Name: _____ Phone: _____

Email: _____

Business: _____

Business Address: _____

City: _____ State: _____ Zip Code: _____

I understand the expectations for being a mentor and am happy to help encourage my student shadow with my willingness to share skills, knowledge, and expertise.

Mentor's Signature: _____