



SUBMISSION FORM

All submission forms must include the following information. Separate submission forms must be turned in for each eligible program. **Deadline: July 1, 2024.** Please include this submission form with the electronic entry. If you do not receive an email confirming receipt of your entry within 3 days of submission, please contact [Gage Harter](#).


PROGRAM INFORMATION

County: County of Henrico
Program Title: Students Cast Their Shadow on Richmond Businesses
Program Category: Community & Economic Development

CONTACT INFORMATION

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SIGNATURE OF COUNTY ADMINISTRATOR OR DEPUTY/ASSISTANT COUNTY ADMINISTRATOR

Name: Monica Smith-Callahan
Title: Deputy County Manager for Community Affairs
Signature: 

Program Overview

During National Apprenticeship Week, students at the Advanced Career Education Center at Hermitage shadowed a variety of businesses throughout the Richmond area. Students chose businesses they were interested in and could even see themselves working for upon graduation. Students observed professionals in the field and got the chance to ask questions, participate when appropriate and immerse themselves in a career of their choosing.

Problem/Challenge/Situation Faced by Locality

Students attending the one of Henrico County Public Schools' ACE Centers need to learn specific workplace skills and earn licenses in a variety of career and technical programs. The school division wants to expose students to as many real-life experiences as possible. This includes on-the-job opportunities to understand employer and employee relations and explore career expectations from multiple perspectives and employees in the field. Students need to determine what businesses are of interest to them and begin building a network of professionals to serve as mentors as they take the next step into employment.

How Program Fulfilled Awards Criteria

This program used robust partnerships to help connect entry-level students learning a new skill to employers eager to assist students joining the workforce. Authentic work experiences were provided, making learning relevant and meaningful. The program used and enhanced business relationships to support student learning in their community. Student response was overwhelmingly positive as they returned to school sharing stories of what they experienced and how the skills learned at school can lead to rich career paths.

How Program Was Carried Out

During National Apprenticeship Week, students at the ACE Center at Hermitage shadowed a variety of businesses throughout metro Richmond. Students arrived at the ACE Center each morning during the five-day program. They traveled to more than 100 businesses in the Richmond metro area to shadow professionals in a work environment. Students were provided with transportation, if needed. Students chose businesses they were interested in and could even see themselves working for upon graduation. Students observed professionals in the field and asked questions, participated when appropriate and immersed themselves in a career of their choosing.

The objectives of the program are to:

- Provide authentic, on-the-job shadowing experiences for students with local businesses.
- Provide networking opportunities for students seeking employment.
- Provide networking opportunities for employers seeking entry-level employees.
- Provide a work environment experience for students that teachers can use to reinforce instruction in workplace-readiness skills.

All students were encouraged to participate with businesses of their choice — not necessarily teacher-recommended choices. HCPS provided transportation to many of the larger employers over a five-day period.

Financing and Staffing

Twenty HCPS buses were used to transport students needing transportation. The cost was \$21 per hour and 0.41 cents per mile.

- 20 buses x 4 hours x \$12/hour = \$1,680
- 1,000 miles at 0.41 per mile= \$410
- Total: \$2,090

Program Results

More than 100 businesses participated across the Richmond metro area. More than 500 students participated for an average of 10 hours each. Approximately 5,000 hours of on-the-job shadowing and mentoring took place over a five-day period. Students were able to network with potential employers and share resumes. Students were able to experience on-the-job responsibilities with local businesses they trust and value. These experiences can't be replicated in the classroom.

Students Cast Their Shadow on Richmond Businesses

Supplemental Material

Below is a sampling of the business that participated.

