

**GRADUATION REQUIREMENT**

**COLLEGE/CAREER READINESS**

**\*\* (MUST BE PREAPPROVED BY YOUR COUNSELOR) \*\***

**ONE OF THE FOLLOWING MUST BE COMPLETED (Check the box for the one you completed or will complete)**

(A) Job Shadow Experience

- Must be a full work day experience
- Must be a legitimate place of employment/organization in or out of New Britain

(B) School to Career Work Study (Health Academy, Finance Academy, CNA-Nursing Program, PACE, CONNCAP, OIC, TRIO)

(C) Internship (minimum of 20 hours)

(D) Accredited Off-Site College Course/Program

- A transcript/completion form /letter must be turned in as proof from the college/program

(E) Hold a Job for a Minimum of 150 Hours (must be with the same employer)

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**PART 1 – TO BE COMPLETED BY THE STUDENT FOR (A), (B), (C), (E)**

Student Name: \_\_\_\_\_ Counselor: \_\_\_\_\_

ID#: \_\_\_\_\_ Grade: \_\_\_\_\_ Date: \_\_\_\_\_

Organization/Employer Name: \_\_\_\_\_

Address: \_\_\_\_\_

Supervisor's Name: \_\_\_\_\_ Contact # \_\_\_\_\_

Counselor Approval: \_\_\_\_\_ Date: \_\_\_\_\_

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**PART II - PARENT APPROVAL**

I am aware that my child will be completing his/her college/career graduation requirement listed above.

Parent signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student Name: \_\_\_\_\_ Counselor: \_\_\_\_\_

College/Career Readiness ....

**PART III – TO BE COMPLETED BY EMPLOYER/ORGANIZATION**

NAME OF EMPLOYER/ORGANIZATION: \_\_\_\_\_

SUPERVISOR'S NAME: \_\_\_\_\_ CONTACT # \_\_\_\_\_

SUPERVISOR'S SIGNATURE: \_\_\_\_\_

(A) Job Shadow Experience: Must be a full work day experience. Date completed: \_\_\_\_\_

Comment: \_\_\_\_\_

(B) School to Career Work Study Date completed: \_\_\_\_\_

Comment: \_\_\_\_\_

(C) Internship (minimum of 20 hours) Date completed: \_\_\_\_\_

Comment: \_\_\_\_\_

(D) Accredited Off-Site College Course/Program: A transcript/completion form /letter must be turned in as proof from the college/program. Date completed: \_\_\_\_\_

(E) Hold a Job for a Minimum of 150 Hours (must be with the same employer)  
Date completed: \_\_\_\_\_

Comment: \_\_\_\_\_

Counselor signature: \_\_\_\_\_ Date: \_\_\_\_\_

# JOB SHADOW EXPERIENCE

12/2/15

A job shadow experience can be done at any legitimate place of employment in or out of New Britain. Listed below are some non-profit, local employers, but you can choose any employer not on the list.

**\*\*\* Site must be pre-approved by counselor\*\*\***

## JOB SHADOW EXPERIENCE SITES

Agency	Street Address	Contact Person	Phone
Aurora Senior Living of New Britain (Brittany)	400 Brittany Farms Road, 06053	Karen Mowett	860-224-3111 ext. 6330
Boys/Girls Club	150 Washington Street	Jason Gibson	860-229-2865
CCSU (pre-collegiate & access services)	1615 Stanley Street	Awilda Reasco/Mr. Pacheco	860-832-1905
City of New Britain, Personnel Depart.	27 West Main Street, 06051	Karen R. Levine, Room 409	860-826-3408
Community Health Center	One Washington Street, NB	Lisa Porter	860-398-0280
Consolidated Schools	New Britain	Kathryn Roy	860-832-4382
Friends of the Walnut Hill Park Rose Garden	PO Box 2105, New Britain		877-390-5363
Friendship Center	241 Arch Street, #294	Gerry Waldo	860-225-0211, ext 110
Habitat for Humanity (CAS Construction)		Samantha Rodriguez	860-965-7443
Healthy Tomorrows (Girls)	NBHS/YWCA	Jamie Tyler HT@chc1.com	860-852-0827
Hospital for Special Care	2150 Corbin Avenue	Lyn Robinson	860-827-4774
Hospital of Central CT (N.B.) 75hrs.pro.	100 Grand Street	Regina Woltmann (NB coordinator) 860-224-5231or Regina.Woltmann@hhhealth.org	
Human Resources Agency (HRA)	180 Clinton Street	Irene Chlastawa	860-225-8601
Human Resources Agency (HRA)	35 Oak Street		860-518-3187
Hungerford Outdoor Center	191 Farmington Ave., Kensington, CT 06037	Holly Gillette & Terry Nadine	860-827-9064
Jerome Home (3 month commitment)	975 Corbin Avenue, 06052	Rita Nadeau Breeve	860-229-3707 x236
Junior Achievement-SW New England	11 Asylum Street, HARTFORD, 06103	Nicole Bosco	860-525-4510
Manos Unidas (Undocumented students)	147 West Main St. (St. Mark's Church)	Jose Diaz (jose.diaz1122@hotmail.com)	678-480-9586
Neighborhood Housing Services	223 Broad Street	Tammy Filipkowski	860- 224-2433
New Britain Museum of American Art	56 Lexington Street	Melanie Carr	860-229-0257 x220
New Britain Parks & Rec.	27 West Main Street	Maggie Wisiarski	860-612-5027
New Britain Public Library	20 High Street, 06051	Marci Limberger	860-224-3155 x114
New Britain Youth Soccer League	346 Eddy Glover Blvd, 06053	Diana Cano	860-538-2982
Opportunities Industrialization Center	114 North Street	Paulette Fox	860-224-7151
ParaDYM, Inc.	117 W. Main Street	Duane P. Pierre	860-348-5727
Rebuilding Together	223 Broad Street	Kathleen Brummett	860-832-4389
ReCONNstruction Center	230 South Street	Gerry Snyder 860-597-3390	info@reconstructioncenter.org
Red Cross of New Britain	45 Russell Street	Rita Vendrillo	860678-2873
Science Center of CT	950 Trout Brook Drive, W. HFTD	Jennifer Pork	860-231-2824 x38
Spanish Speaking Center	29 Cedar Street, 06052	Milly Borrero/Mary Saunders	860-224-2651
Trinity-On-Main	69 Main Street	Gary Robinson, Director	860-229-2072
Urban Oaks Organic Farms	225 Oak Street	Anyone there can help	860-223-6200
Vision of Faith's Joshua's Home	582 W. Main Street	Dr. Mary Campilii	877-885-8516 x200
YMCA of Berlin (Kids Care)	362 Main Street, BERLIN	Leisa Pasquariella	860-829-5608
YMCA of Berlin	362 Main Street, BERLIN	Lisa Holibach	860-229-3787
YMCA of New Britain	50 High Street	Heather Martin	860-229-3787
YWCA of New Britain (STRIVE)	22 Glen Street	Karen Thompson	860-225-4681x292
YWCA of New Britain (Babysitting)	22 Glen Street	Valerie Strope	860-225-4681x252