

Job Shadow Feedback Form

Candidate's Name: _____

Date: _____

Position: _____

For the duration of the Job Shadow please realize that your goal is to provide the candidate with a relevant and realistic experience of what the role and setting will be like if hired. Keep in mind that not only are you evaluating the candidate but that they are evaluating Smiley Senior Living as well. Be a good ambassador for us.

Please answer the questions below at the completion of the Job Shadow and turn this form in to HR same day.

For the Job Shadow today, please remember to:

- Welcome the Candidate and introduce yourself
- Explain what will happen and the duration of the Job Shadow
- Have the Candidate sign the Confidentiality Form
- Thank them at the end and give them feedback form – guiding them to table and where to turn it in when finished
- Let the candidate know next steps and who to contact with questions.

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1) Was the candidate on time or early? _____

2) Did the candidate interact with any residents during the job shadow? Explain: _____

3) Did the candidate ask questions? _____

4) Did the candidate seem comfortable or uncomfortable during the job shadow? _____

Explain: _____

5) Did the candidate do or say anything that concerned you? If so, what? _____

6) Did the candidate have any questions that you could not answer? _____

7) Is the candidate someone that you can see working here? Yes No Maybe

8) Other comments: _____

Job Shadower Name: _____

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Thank you for your time today. The purpose of the Job Shadow is to provide you with the opportunity to see what the position entails and our work setting. Please complete the questions below.

1. Did the Job Shadow experience provide you with a better understanding of the position?
Yes No Comments: _____

2. Was the amount of time spent during the Job Shadow too long or too short?
Yes No Comments: _____

3. Were there areas that we did not cover or show you that you wanted to see? Yes No
If yes – explain: _____

4. Was the position and role here at Smiley Senior Living what you expected? Yes No
If no – explain: _____

5. Was there anything that you experienced or heard that concerned you? Yes No
If yes – explain: _____

6. Is Smiley Senior Living a place where you feel you would be welcomed? Yes No
If No – explain: _____

7. Were there questions that we could not answer for you during the Job Shadow?
If so, what: _____

8. What did you enjoy most about your Job Shadow experience? _____

COMMENTS: _____
