

December 3, 2007

Subject: **MGH-MIT Shadow Program**

Attention Freshmen and Sophomores:

The MIT Preprofessional Advising Office, in conjunction with Massachusetts General Hospital, is pleased to announce the second annual MGH-MIT Shadow Program. **The shadow program is for current MIT freshmen and sophomore students seeking the opportunity to see first hand what a typical day is like for a physician and to gain exposure to a health profession working environment.** At this time, there are approximately 30 prearranged shadow opportunities that may be one half-day or one full-day in length. (Please know that we are currently still recruiting and that more opportunities will likely open.) The duration, date and time of individual shadow experiences will be determined between the student and the assigned physician. All shadow opportunities are expected to be completed between January and March 2008.

In order to be considered for a shadow assignment, you must respond to this message with a copy of your most recent resume as an email attachment and ranked preferences for a shadow match (see the options towards the end of this message). Students who do not send a copy of their resume will not be considered for a shadow opportunity. **Students are highly encouraged to utilize one or more of the following resources to revise and critique their resume before submitting it to the program:**

- Online Resume workshop at <http://web.mit.edu/career/www/workshops/resumeworkshop05.pdf>
- MIT Careers Office Workbook available in our office and at <http://web.mit.edu/career/www/students/workbook.pdf>
- Resume Tip Sheet available at <http://web.mit.edu/career/www/guide/resumes.html>

After using one of the prior listed resources...

- Resume critiques are offered in the MIT Careers Office (12-170) during general walk-in hours: Monday through Friday from 11am-1pm and Wednesdays from 5pm-7pm or during preprofessional walk-in hours: Monday 1-2pm and Thursdays 10-11am. Please note that all walk-ins end on the last day of classes, Wednesday, December 12, 2007, after the 12th, appointments will only be available.

- If walk-ins conflict with your schedule, make an appointment for an “MGH-MIT Shadow Program resume critique” in person or by calling the MIT Careers Office at (617) 258-9150.

Please know your resume is the first impression the physician you shadow will have of you. Be sure to put care into crafting your resume by using one or more of the above resources! If you have already had your resume critiqued in the Careers Office you do not necessarily have to do it again to apply for a shadow opportunity.

In addition to submitting your resume, please also rank your top 5 specialty preferences for your shadow opportunity. When possible, your preferences will be used to make shadow assignments, however, we are not able to guarantee specific specialty assignments. All students should have an open mind to different specialty areas when participating in a shadow opportunity. **Shadow assignments will be made on a first-come, first-served basis to those who have submitted both a resume and their preferences. We currently have shadow opportunities in the following areas:**

<input type="checkbox"/> Anesthesiology	<input type="checkbox"/> Obstetrics/Gynecology
<input type="checkbox"/> Emergency	<input type="checkbox"/> Pediatric Intensive Care
<input type="checkbox"/> Pediatrics	<input type="checkbox"/> Neurology
<input type="checkbox"/> Surgery	<input type="checkbox"/> Pediatric Gastroenterology and Nutrition
<input type="checkbox"/> Newborn Medicine	<input type="checkbox"/> Cardiology
<input type="checkbox"/> No preference	

Please note that this program filled up very quickly last year. If you are interested in participating please do not delay in submitting your resume and ranked preferences! Due to limited spaces, we will not be able to assign previous participants with an opportunity. **Shadow assignments will be sent via email starting the week of December 17, 2007.** Students responding after shadow opportunities have been filled will be placed on a waitlist.

If you have any further questions and/or would like to sign up for a shadow opportunity, please contact Sara Marshall (smarshal@mit.edu, 617-253-4733).

Best Regards,
 Tamara Menghi
 Assistant Director for Preprofessional Advising

Sara Marshall
 Career Assistant and Shadow Program Coordinator