

WOMEN4IT

2022



Job Shadowing REPORT

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WOMEN4IT 2022

JOB SHADOWING REPORT

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The project Nr.2017-1-094 "YOUNG-ICT WOMEN: Innovative Solutions to increase the numbers of EU vulnerable girls and young women into the digital agenda" benefits from a 2.714.304 € grant from Iceland, Liechtenstein and Norway through the EEA and Norway Grants Fund for Youth Employment. The aim of the project is to increase the numbers of EU vulnerable girls and young women into the digital agenda.

Project implemented by:



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Introduction

This report reflects the outcomes and the results of the Job shadowing sessions in 6 piloting partner countries. The WOMEN4IT Job shadowing Methodology was developed around the idea of offering trainees the opportunity to find out about the daily work routine in the work environment of the specific job profile they have chosen to get trained at, during the WOMEN4IT project.

This means that the job shadowing activities allow the trainees to explore specific careers and to get a realistic picture of the tasks performed for that job. At the same time, it allows them to make an informed decision about their career of choice.

In WOMEN4IT's case, the eight digital job profile training were available with an extra activity of job shadowing in the day-to-day activities in all six partner countries that pilot during 2022: Spain, Greece, Malta, Romania, Lithuania, and Latvia. In total 259 young women participated in the Job shadowing activities in piloting partner countries. Young women engaged in finalizing the training received during the WOMEN4IT program will also benefit from job shadowing, offered by specialists already working in the field in all the above-mentioned countries that can give them a hands-on experience of the day-to-day tasks.

1. Scope and relevance of the Job Shadowing activity:

Furthermore, the job shadowing activity is aimed at helping WOMEN4IT students and future employees to learn about a job that they aspire to but don't have experience in. It gives the participants of the program a much deeper insight into the specifics of the job, and into what it entails, and nonetheless, it gives the young women a hands-on experience of a day spent in a digital job.

The trainees can get a feel for the ins and outs of the job and can put themselves into the shoes of the person they're shadowing. They can empathize with them and imagine what they'd do, how they'd react, and how they'd feel in certain situations.

Some of the main scopes of this activity are for the trainees to:

- Familiarize themselves with concrete projects in the digital field
- Improve the motivation for searching for a digital job and motivate trainees to complete the training project and find a job in the digital field
- Connect the content of the course with practical projects in companies
- Allow the trainees to get noticed by the mentor and/or the company in which the job shadowing activity is taking place

1.1. The Job Shadowing Methodology

Therefore, considering the importance of knowledge sharing within a collective of IT specialists, in IT companies, where many departments work closely to develop products and apps, and very often employees need to communicate and share thoughts, ideas, and results with their colleagues, Job Shadowing Methodology was developed to support the WOMEN4IT piloting partner organizations and nonetheless, for all Womne4IT trainees and graduates, in their search for digital careers.

The job shadowing Methodology was sketched from a trainee's point of view, who is new to the ICT field and in search of answers and guidance into what will become their career.

The approach is based on offering this benefit to the trainees, once they have finished 50% of the training, so they would be familiar with the terminology and main ideas of each of the eight job profiles, and once they do participate, as well, to have access to information that only someone already working in the field for some time and has gained experience and knowledge that they are willing to share.

2. WOMEN4IT PARTNERS' PROGRESS

During the piloting of this second part of the WOMEN4IT program, we had six piloting organizations from six countries: Latvia, Lithuania, Malta, Spain, Romania, and Greece.

In each of the following countries, the following job profiles have been piloted as shown below:

Latvia – Project coordinator, Digital media specialist, and Software Tester

Lithuania – Customer Service Support Representative, Project Coordinator, Data Analyst, and Junior Web Developer

Malta – Customer service support representative, Junior Web developer, Digital Media Specialist, Project Coordinator, and Software Tester.

Spain – Digital Media Specialist, Data Analyst, Project Coordinator, and Junior Web Developer

Romania – Software Tester and Junior Web Developer

Greece – Project Coordinator and Digital media specialist

More detailed information is available in Table 1 Job shadowing sessions in piloting countries.

Table of profiles and sessions details:








Organization	Country	Job profiles & speakers	Period
BETI	Lithuania	<p>Customer service support representative - Domreg (Aurelija Žakšauskaitė), Hostinger (Gustė Cibulskytė, Ieva Visockytė), LITNET (Dainora Muraškienė)</p> <p>Project coordinator – Baltic Amadeus (Jonas Dainauskas, Benediktas Vilius Pučkus), ECDL (Renata Danielienė), Social Innovation Fund (Audronė Kisielienė)</p> <p>Data analyst – KTU (Irena Patašienė), BSSIT (Nerijus Jankauskas, Asitė Navikienė), Informacinių technologijų departamentas (Inga Želvienė)</p> <p>Junior Web developer - ITMC (Skaidra Vaicekauskienė), LITNET (Jolanta Totoraitienė), VIPT asociacija (Laura Grinevičiūtė)</p>	27 July 2022
PLAN		Digital Media Specialist – Verónica Rodríguez Muñoz from	1, 8, 17, 21, 22, 28, 29 June – 6, 12, 17 July 2022

	Spain	<p>LinkedIn España & Lucía Beatriz Fernández-Roel Arche from Accenture</p> <p>Data Analyst – Olga Tsymbaliuk & Sheila Arnedillo Sesma from Accenture & Celia Rico Fraile from Sacyr</p> <p>Project Coordinator – Montserrat Alvarez Riba from Plan International & Susana Grijalba from Sacyr & Marina Sánchez Morán from Accenture</p> <p>Junior Web Developer - Jenifer Pack Ugarte from Accenture</p>	
LIKTA	Latvia	<p>Project coordinator – Liepaja Municipality Science and Innovation Center, LIAA, Tet</p> <p>Digital media specialist – Ventspils Freeport, TVNET</p> <p>Software Tester – TestDevLab</p>	11, 12, 13 May 2022
Tech MT	Malta	<p>Customer service support representative, Junior web developer – JobsPlus Digital</p> <p>Media Specialist - Ediana Guillaumier</p> <p>Software Tester, Digital media specialist and Project coordinator - Johann Mifsud – eSkills Malta Foundation, Joseph Seychell – Senior Manager Malta Communications Authority, Elke Sghendo – Western Regional Council</p>	25 August 2022, 22 December 2022
EOS	Romania	<p>Software Tester – Mihaela Draniceru from Axway Romania</p> <p>Junior Web Developer – Răzvan Cîrlugea from Adobe</p>	14 Sept 2022, 25 October 2022
CRETHIDEV	Greece	<p>Project coordinator - Athina Kokosiouli from Dynamic Vision and</p> <p>Project coordinator and Digital media specialist – Maria Gavatha from Stratigon</p>	October 25 th , November 15 th , December 8 th 2022

Table 1 Job shadowing sessions in piloting countries

The **Lithuanian** partners organized the Job Shadowing activity during the event “Get to know the profession more closely”, where representatives from three different companies presented their career paths, success stories, everyday life, daily tasks, career possibilities, etc. This was available for all 4 job profiles that BETI decided to pilot in Lithuania. The job shadowing facilitators gave practical tasks to the trainees, to help them get an even better understanding of customer service support representative work.

11 Companies involved see Table 2 Lithuanian companies involved in the Job shadowing sessions.

	Baltic Amadeus https://www.ba.lt/lt/
	BSS IT https://bss.biz/
	Computer Network of Lithuanian Science and Study Institutions https://litnet.lt/
	Hostinger https://www.hostinger.lt/
	Information Technologies Institute http://www.ecdl.lt/
 INFORMACIJOS TECHNOLOGIJŲ MOKYMO CENTRAS	Information Technology Training Centre https://itmc.lt/
	Social Innovation Fund https://lpf.lt/





	Kaunas University of Technology https://ktu.edu/
	KTU Information Technology Department https://ktu.edu/
	Kaunas University of Technology Internet Service Centre https://www.domreg.lt/
	Public Internet Access Points https://vipt.lt/

Table 2 Lithuanian companies involved in the Job shadowing sessions

In **Latvia**, during the Job Shadowing activity, the company representatives each spoke for 40 minutes about their story and the daily life routine of the respective profession, giving details on how they choose the career, their daily tasks, and the pros and cons of the profession. They also shared some tips and tricks with the young women, thus helping them understand better if they want to choose their respective professions, and discussed how to start a career and what type of specialists they are looking for in their company.

8 Companies involved see Table 3 Latvian companies involved in the Job shadowing sessions.

	Liepāja Municipality Science and Innovation Center https://ziic.liepaja.edu.lv/en/
	Latvian Investment and Development Agency https://www.liaa.gov.lv/lv






	tet https://www.tet.lv/
	Ventspils Freeport https://www.portofventspils.lv/en/
	Tvnet www.tvnet.lv
	TestDevLab www.tesdevlab.com
	If Latvia www.if.lv




Table 3 Latvian companies involved in the Job shadowing sessions

The **Spanish** Job Shadowing took part between June and July 2022, and most of them were held in a virtual context, although the first one organized in June consisted of a Session on the topic “How to build your network and advance professionally on LinkedIn?” The content mainly revolved around the Introduction: some introductory aspects, such as “What is LinkedIn / Define your professional brand / Create your LinkedIn profile / Build your professional network / Use your LinkedIn network to find opportunities / Search for jobs on

LinkedIn / Other tips". The aim of the workshop was for the trainees to learn how to get the most out of their profiles.

The other 10 Job shadowing sessions were organized as a virtual visit to the /speakers' professional's work environment to familiarize participants with specific projects in the field of technology. The session lasted either 1 hour, or 45 minutes and had the main objective of getting the trainee to know in depth the routine, details, and objectives of the different jobs. Lucía also helped the trainee to elaborate a good curriculum and to be prepared for a job interview.

4 Companies involved see Table 4 Spanish companies involved in the Job shadowing sessions.

	<p>Accenture https://www.accenture.com/es-es</p>
	<p>SacyR https://www.sacyr.com/</p>
	<p>LinkedIn https://www.linkedin.com/</p>


	<p>Plan</p> <p>https://plan-international.es/</p>
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Table 4 Spanish companies involved in the Job shadowing sessions

While for **Malta**, the partners from Tech MT organized 2 job shadowing sessions, one in August and one in December. The sessions were initiated with a brief on the WOMEN4IT project. An introduction to each company representative was given to the audience, which also served as an icebreaker. Then followed a discussion on the daily routine, advice from the specialists, and tips and tricks of the traits. It was also highlighted that certain skills remain relevant and essential even if the trainees change careers.

5 Companies involved see Table 5 Maltase companies involved in the Job shadowing sessions

	<p>JobsPlus</p> <p>Jobsplus (gov.mt)</p>
	<p>Ediana Guillaumier</p> <p>(1) Ediana (Tabone) Guillaumier LinkedIn</p>
	<p>Johann Mifsud – eSkills Malta Foundation</p>

	<p>Joseph Seychell – Senior Manager Malta Communications Authority</p>
	<p>Elke Sghendo – Western Regional Council</p>

Table 5 Maltase companies involved in the Job shadowing sessions

In **Romania**, EOS the Tester Job Shadowing activity in an online format, where all the trainees had access to an open discussion, with questions raised and answers received. The speaker would tell them about the tools used during work, on different types of projects, and what are some tips and tricks from the job, so the trainees can identify more easily whether they would enjoy a future job like that or not.

As the Web Developer training finished at the end of October, the Job Shadowing session has been organized a bit later than expected, and it was facilitated by Razvan Cîrlugea from Adobe Romania and took the format of the previous session, meaning an open discussion with the trainees which were given an interactive session, where the speaker presented the tools he uses at his daily job, making an entire presentation available for the participants, it allowed them to see perspectives about the profile, the Dev Sector, and advice on how to get along in their future careers.

2 Companies involved see Table 6 Romanian companies involved in the Job shadowing sessions.

	<p>AXWAY ROMANIA</p> <p>http://www.axway.com</p>
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	ADOBE http://www.adobe.com

Table 6 Romanian companies involved in the Job shadowing sessions

The Greek job shadowing activities took place on October 25th, November 15th, and December 8th, 2022. All job shadowing sessions were organized online.

The aim of the first job shadowing session was addressed to graduates of the Project Coordinator program and Athina Kokosiouli, executive director and co-founder of Dynamic Vision, described what a day in the life of a Project Manager means to provide our trainees with an insight into the roles and responsibilities of this job profile. She also presented her career path and discussed with participants which skills are necessary to the labor market today, while she agreed to support trainees in their search for employment in her network.

The aim of the second job shadowing session addressed to both the Project coordinator and Digital Media Specialists, was to familiarize graduates with:

- How is project management done in practice
- What concerns employers and project managers
- How to best present themselves and their work in a team meeting.

Monitoring the progress of a project, and managing time as well as the clients is something that concerns all graduates, regardless of the training or the field of work they will follow. At the same time, graduates got acquainted with what working in a small company entails which means dealing with literally everything. So, issues of Stratigon's digital marketing strategy were also discussed in a session that simulated real planning and decision-making in which graduates had the role of Junior Executives.

The 3rd job shadowing session aimed to present a typical workday of a Digital Media Specialist in a small and medium-sized enterprise. Mrs. Elena Mathiou – Rose, partner and co-founder of GuruserVICES.Biz explained the work activities, the role, and the responsibilities of this job

position and gave tips for better performance. At the end of the presentation, a question-and-answer open discussion with participants took place.

3 Companies involved see Table 7 Greek companies involved in the Job shadowing sessions.


	<p>Dynamic Vision https://www.dynamicvision.gr/</p>
	<p>Stratigon https://www.stratigon.gr/</p>
	<p>GuruserVICES.biz https://guruserVICES.biz/</p>

Table 7 Greek companies involved in the Job shadowing sessions

3. Data collection methods

The main data collection methods to evaluate the Job shadowing session progress and effectiveness in partner countries were:

- Participants surveys
- Partner country monitoring form

3.1. Participants' surveys

Each piloting partner organization gathered data from the surveys sent out to the trainees, after each Job Shadowing Session, to find out their opinions and feelings on the matter. To collect the information from participants an online survey using Jotform was created. Each of the partners localized the survey in their language before sending it to the trainees. Hence the Monitoring form was localized in Greek, Romanian, Spanish, Lithuanian, Latvian, and English (Malta) - Figure 1 - Snapshot of the headline of the survey in English.

Figure 1 - Snapshot of the headline of the survey in English

The survey covered the main aspects – General information about the participant, delivery of the session, evaluation of the activity, and the effect and impact of the activity on the participant’s awareness and motivation. The full survey can be accessed [here](#).

3.2. Country monitoring forms

A template had been created to ensure regular reporting on the Job shadowing activity development in partner countries. The country monitoring form included information about activities the organized Job shadowing sessions, companies involved in the activities, the number of participants and surveys .

4. Countries profiles

For all 6 countries that organized Job Shadowing Sessions, a total of 259 surveys have been received from 6 countries: **Lithuania (41 submissions), Spain (41 submissions), Latvia (57 submissions), Romania (40 submissions), Malta (41 submissions) and Greece (40 submissions)** – see Figure 3 - Job shadowing Surveys per country.

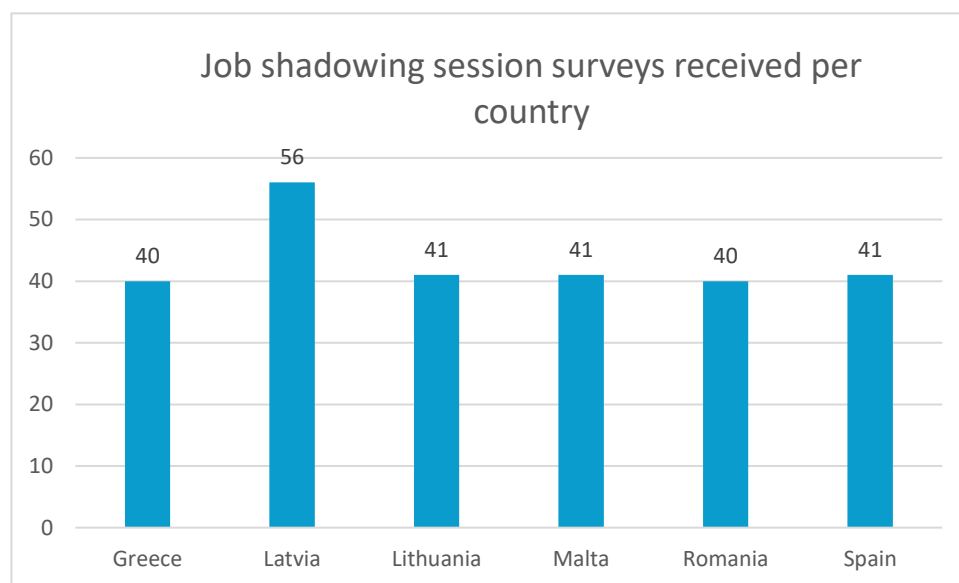


Figure 2 - Job shadowing Surveys per country

Due to the different timeframes of the actual development of the job shadowing sessions in each country, whether they were in a physical format or online, the surveys were completed throughout different periods as well. Below is a summary of the information reported by the partners throughout their progress.

4.1. Lithuania

BETI, the Lithuanian partners organized the online Job Shadowing activity during the event “Get to know the profession more closely”, on 27 July 2022, where representatives from **11 different companies** presented their career paths, success stories, everyday life, daily tasks, career possibilities, etc. This was available for all 4 job profiles that BETI decided to pilot in

Lithuania. The job shadowing facilitators gave practical tasks to the trainees, to help them get an even better understanding of customer service support representative work.

The job profiles targeted for the Job shadowing sessions were:

- **Customer service support representative** facilitated by Domreg representative - Aurelija Žakšauskaitė, Hostinger representatives - Gustė Cibulskytė and Ieva Visockytė) and LITNET representative - Dainora Muraškienė.
- **Project coordinator** profile was portrayed by Jonas Dainauskas, Benediktas Vilius Pučkus at Baltic Amadeus, by Renata Danielienė at ECDL and by Audronė Kisielienė from Social Innovation Fund.
- **Data analyst** job profile was presented by Irena Patašienė at KTU, Nerijus Jankauskas, Asitė Navikienė at BSSIT, and Inga Želvienė from the Informacinių technologijų departamentas.
- **Junior Web developer** was being presented to the trainees by an employees from ITMC (Skaidra Vaicekauskienė), from LITNET (Jolanta Totoraitienė), and from VIPT asociacija (Laura Grinevičiūtė).

When asked about the effectiveness of the Job shadowing sessions, most of the respondents responded that they liked it and it was very good. Only 8 persons out of 41 rated the sessions with 3/4 out of 5 maximum points. When asked if the scope of the sessions was achieved for them, only 9 out of 41 rated the scope with 4 points, and 2 persons rated with 3 points out of 5 maximum. 30 trainees said that the job shadowing facilitated a better understanding of the job/activity for them, and the job shadowing overall facilitated the growing awareness of the role and responsibilities of the job for 39 persons a percentage of 97%.

4.2. Spain

Our **Spanish partners, PLAN International** organized **10 Job Shadowing sessions** during the summer of 2022, **between 1 June 2022 and 17 July 2022**, and most of them were held in a virtual context, although the first one organized in June consisted of a Session on the topic **“How to build your network and advance professionally on LinkedIn?”**. The content mainly revolved around the Introduction: some introductory aspects, such as “What is LinkedIn / Define your professional brand / Create your LinkedIn profile / Build your professional network / Use your LinkedIn network to find opportunities / Search for jobs on LinkedIn / Other tips”. The aim of the workshop was for the trainees to learn how to get the most out of their profiles.

The other Job shadowing sessions were organized as a virtual visit to the /speakers' professional's work environment to familiarize participants with specific projects in the field of technology. Each session lasted either **1 hour or 45 minutes**. A total of **41 surveys** were collected from the trainees who participated in the job shadowing sessions.

The Job shadowing sessions were dedicated to the following job profiles and the Spanish partners had **4 companies involved**:

- **Digital Media Specialist** – where Verónica Rodríguez Muñoz from LinkedIn España & Lucía Beatriz Fernández-Roel Arche from Accenture discussed and presented a day in their job life.
- **Data Analyst** – Olga Tsymbaliuk & Sheila Arnedillo Sesma from Accenture & Celia Rico Fraile from Sacyr shared tips and tricks with the trainees looking to build careers in the same field.
- **Project Coordinator** – Montserrat Alvarez Riba from Plan International & Susana Grijalba from Sacyr & Marina Sánchez Morán from Accenture discussed and presented what it's like to be a Project Coordinator.
- **Junior Web Developer** - Jenifer Pack Ugarte from Accenture gave advice and shared her experience

4.3. Latvia

In **Latvia**, during the Job Shadowing activity, the company representatives from **8 companies**, each spoke for **40 minutes** about their story and the daily life routine of their respective professions, giving details on how they choose their careers, their daily tasks, and the pros and cons of the profession. They also shared some tips and tricks with the young women, thus helping them understand better if they want to choose their respective professions and discussing how to start a career and what type of specialists they are looking for in their company.

Latvian Job Shadowing was organized face to face during **11-13 May 2022**, after the participants have done already the first part of their training program. Latvia managed to gather **57 surveys** filled in by the trainees, thus gathering a great deal of feedback and impressions from the young women.

The digital job profiles that were the topic of the job shadowing sessions are:

- **Project coordinator** – where Liepaja Municipality Science and Innovation Center, LIAA, Tet were the hosts and presenters
- **Digital media specialists** – Ventspils Freeport, TVNET, LIKTA were the ones facilitating the sessions
- **Tester** – TestDevLab and IF Latvia were the presenters for the job shadowing sessions.

4.4. Romania

The **Romanian** Job shadowing sessions were both organized online, one in **September 2022** and one in **October 2022**, involving **2 employers**, and giving the young women the opportunity to discuss freely with the ones facilitating, asking questions about tasks, type of work, dynamic of the work, tools used, career opportunities, salaries, etc.

Receiving tips and tricks from specialists already working in the field helped them structure a clearer image of what a day in the job of a Tester and Web Developer looks like.

Job Profiles shadowed in Romania were:

- **Tester** – shadowed by Mihaela Draniceru from Axway Romania
- **Junior Web Developer** – Răzvan Cîrlugea from Adobe

And **40 surveys** were submitted after the training and sessions ended.

4.5. Greece

Greek Job Shadowing activities took place on **25 October, 15 November, and 8 December 2022**. All job shadowing sessions were organized online and they involved **3 companies**.

The job profiles shadowed in Greece were:

- **Project Coordinator** - Athina Kokosiouli, executive director and co-founder of Dynamic Vision, described what a day in the life of a Project Manager means to provide our trainees with an insight into the roles and responsibilities of this job profile. She also presented her career path and discussed with participants which skills are necessary to the labor market today, while she agreed to support trainees in their search for employment in her network.
- **Digital Media Specialists** - Mrs. Elena Mathiou – Rose, partner, and co-founder of GuruserVICES.Biz explained the work activities, the role, and the responsibilities of this job position and gave tips for better performance. At the end of the presentation, a question-and-answer open discussion with participants took place.

A total of **40 surveys** were submitted after the sessions, where the overall feedback from the trainees relates to the good organization and smooth running of the sessions. The trainees were well pleased and would recommend the job shadowing activity to anyone looking to get a new job in the IT Sector.

4.6. Malta

In Malta job shadowing activities were organized in 2 rounds, on **25 August, and on 22 December**, for 5 job profiles:

- **Customer support with 11 participants**
- **Digital media Specialist with 9 participants**
- **Junior Web Development with 12 participants**
- **Project Coordinator with 1 participant**
- **Tester with 6 participants.**

A total of 5 companies were involved. The Customer service support representative session was facilitated by Jobs Plus and the Digital Media Specialist by Ediana Guillaumier. In the rest of the sessions specialists from eSkills Malta Foundation, Western Regional Council and Malta Communications Authority were leading the sessions.

A total of **41 submissions** were recorded on behalf of Malta.

5. Survey data analysis

To assess the effectiveness of the job shadowing sessions, data have been collected from the trainees in each country, through a survey. The link to the full survey can be found in the ANNEXES section of this report.

Within the surveys, some key questions were addressed to the trainees, with the scope of finding out how successful and efficient the sessions were for them, and how much it has served them in the pursuit of their new digital careers.

5.1. General Statistics

A total of 259 surveys were completed, in all 6 countries. Out of 259 received surveys, 242 participants wanted to indicate in which of the digital profiles they are currently undergoing the training. As shown in the table and figure 5, below, out of the total, 40 persons were

registered to the Junior Web Developer job shadowing sessions, 22 young women were registered to the Data Analyst sessions, 54 were undergoing the Digital Media Specialist training, and hence participated to the job shadowing, 58 were doing the Tester training and benefited from the job shadowing and 53 participated to the Project Coordinator job shadowing sessions, and 19 of the young women who filled in the surveys were participating in the Customer Support specialist training.

WOMEN4IT digital profiles	No of enrollments	%
Data Analyst	22	8%
Junior Web Developer	40	15%
Digital Media Specialist	54	21%
Software Tester	54	21%
Customer Support Specialist	19	7%
Project Coordinator	53	20%
Do not want to indicate	17	7%

Table 8 Number of enrollments to the job shadowing sessions and the percentages

In Figure 3 - Job shadowing Surveys per country, the overall participation of the trainees and their division per profile are presented in percentages.

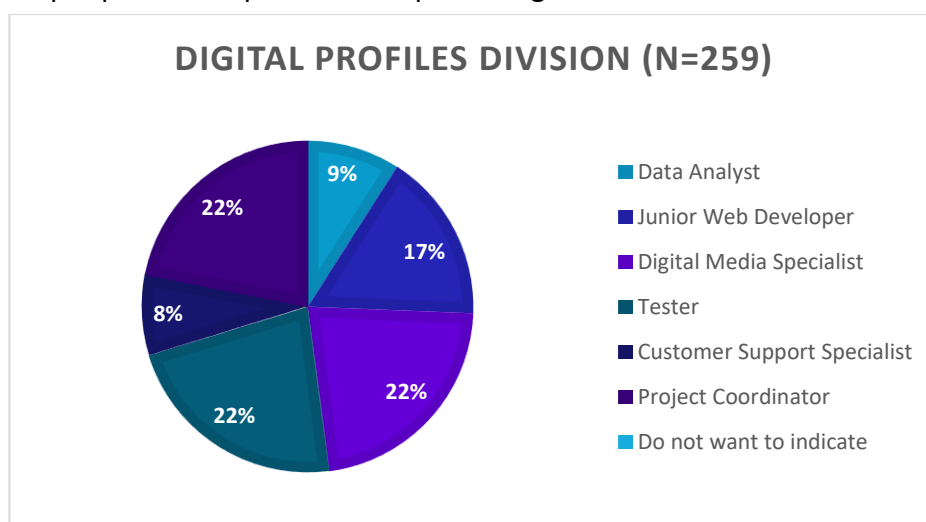


Figure 3 Division per job profile across all 6 countries

Most of the partner countries choose to organize the sessions online (93%) and only 7% of participants participated in the face-to-face events. In these cases sessions were organized in a hybrid format – a session face to face with the possibility to connect

online, mainly due to health safety restrictions in partner countries. See - Figure 4 Job shadowing session format.

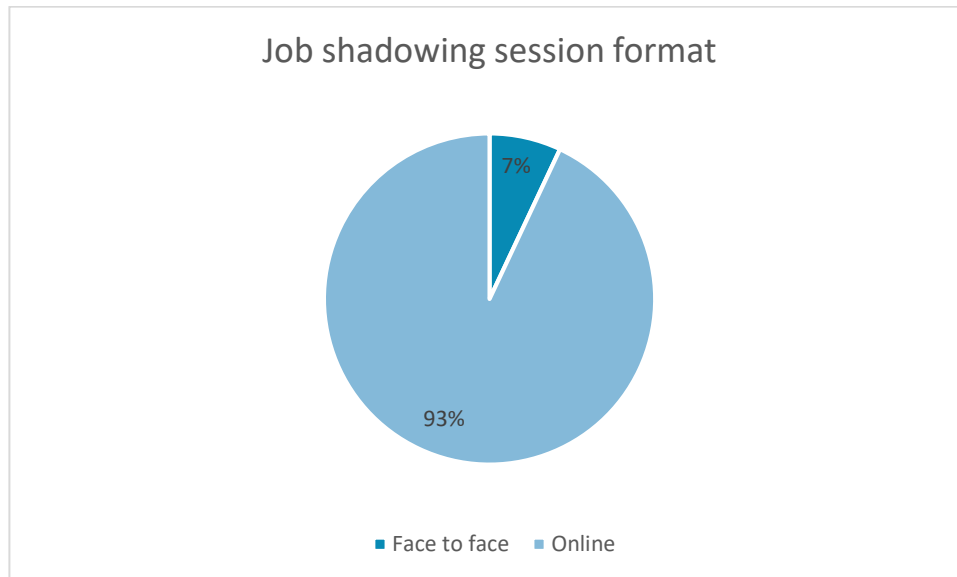


Figure 4 Job shadowing session format.

5.2. Evaluation of content and structure

The second part of the survey included closed questions regarding the quality of job shadowing sessions, mainly questions related to the efficiency of the sessions if participants felt like it facilitated more understanding of the job profile itself, the level of increased interest in the job profile and if they would recommend such sessions to someone else looking to get hired in the same sectors.

The first question introduced to the trainees relates to whether the sessions met the expectations that participants have built before experiencing them. They were asked to rate the answers on a scale from 1-5, 5 being the most positive answer/meaning they found the job shadowing sessions very helpful. Most of the participants - 177 (69%) rated the job shadowing sessions with 5 out of 5 – see Table 9 Evaluation of the Job shadowing session per country. And only 1 participant has been unsatisfied with the Job shadowing session delivery.

1. How did you find the job shadowing activity? (N=259)					
COUNTRY	1	2	3	4	5
Greece	0	1 (2%)	4 (10%)	10 (25%)	25 (63%)
Spain	1(2%)	0	0	9 (22%)	31 (76%)
Lithuania	0	0	2 (5%)	6 (15%)	33 (80%)
Latvia	0	1 (2%)	7 (13%)	14 (25%)	34 (61%)
Romania	0	0	0	1 (3%)	39 (98%)
Malta	0	0	1 (2%)	25 (61%)	15 (37%)
Total	1 (0,4%)	2 (0,7%)	14 (5%)	65 (25%)	177 (69%)

Table 9 Evaluation of the Job shadowing session per country

To find out if the scope of the job shadowing sessions was achieved in all piloting countries participants were asked the question “2. Do you think the scope of this activity has been achieved?”. Respondents replied in the following manner: 64% rated their answers as 5 out of 5, 30% rated 4 out of 5 and only 5% rated 3 out of 5. Below 1% were only some responses rated at 2 or 1 for some countries. Participants from Romania rated the sessions the highest - 95% of respondents stated that the scope of this activity has been achieved and rated with 5, see Table 10 Achieving the scope of the activity

2. Do you think the scope of this activity has been achieved?					
COUNTRY	1	2	3	4	5
Greece	0	1	6	8	25
Spain	1	0	0	12	28
Lithuania	0	0	2	9	30
Latvia	0	1	4	21	30
Romania	0	0	0	2	38
Malta	0	0	1	27	13
Total	1 (0,4%)	2 (0,7%)	13 (5%)	79 (30%)	164 (64%)

Table 10 Achieving the scope of the activity

To analyze whether the Job shadowing session facilitated gaining a better understanding of the potential job career, participants were asked to respond to the question “3. Do you feel that the job shadowing facilitated a better understanding of the job for you?”, as this was one of the main scopes of the methodology developed around the Job Shadowing activities. 61% of the trainees rated the level of understanding due to the sessions with 5 out of 5, while 32% rated it as 4 out of 5 and only 6% rated it with 3 out of 5. More than 84% of them gained a better understanding of the job profiles they were getting trained in due to these job shadowing sessions. See Table 11 Do you feel that the job shadowing facilitated a better understanding of the job? Rates and Percentages per country

3. Do you feel that the job shadowing facilitated a better understanding of the job for you?					
COUNTRY	1	2	3	4	5
Greece	0	1	3	13	23
Spain	1	0	0	12	28
Lithuania	0	0	3	8	30
Latvia	0	2	7	18	29
Romania	0	0	0	3	37
Malta	0	0	3	29	9
Total	1 (0,4%)	3 (1%)	16 (6%)	83 (32%)	156 (61%)

Table 11 Do you feel that the job shadowing facilitated a better understanding of the job? Rates and Percentages per country

When asked about the overall facilitation of the growing awareness of the role and responsibilities of the job, trainees from all 6 countries replied as follows: 58,3% rated their awareness of job responsibilities due to the job shadowing sessions with 5 out of 5, 35,1% rated with 4 out of 5 and 5,8% rated with 3 out of 5 and under 0.5% rated with 1 or 2 out of 5. It can be concluded that the sessions served their purpose in all piloting countries and the sessions were successful overall.

4. In your opinion, has the job shadowing overall facilitated the growing awareness of the role and responsibilities of the job?

COUNTRY	1	2	3	4	5
Greece	0	1	3	10	26
Spain	1	0	0	13	27
Lithuania	0	0	2	7	32
Latvia	0	0	7	26	23
Romania	0	0	0	3	37
Malta	0	0	4	34	3
Total	1 (0,4%)	1 (0,4%)	16 (5,8%)	93 (35,1%)	148 (58,3%)

Table 12 Has the job shadowing overall facilitated the awareness of the job responsibilities? Answers and percentages per country

During the second phase of the WOMEN4IT project, it was important to evaluate the aspects of complementary actions delivered in addition to the training program. One of the aims of the Job shadowing session was to motivate participants in taking the next steps into their digital job career. So one of the most important aspects of this analysis was the increase in motivation toward a future job. When asked if the sessions increased their interest and motivation for the jobs they've been receiving training in, 60% of the trainees rated 5 out of 5, 30,9% rated 4 out of 5, 8.49 rated 3 out of 5, and under 1% rated with 2 or 1.

5. Did the job shadowing help increase your interest and motivation for such a job?

COUNTRY	1	2	3	4	5
Greece	0	0	3	9	28
Spain	1	1	2	12	25
Lithuania	0	0	1	10	30
Latvia	0	1	16	20	19
Romania	0	0	0	4	36
Malta	0	0	2	26	13
Total	1 (0,4%)	2 (0,7%)	24 (8%)	81 (30,9%)	151 (60%)

Table 13 Did the job shadowing help increase your interest and motivation for such a job? Ratings and percentages

The last question of the survey evaluates if the trainees would recommend this type of activity to someone else undergoing training, a learning phase, or simply looking to find a job in the digital market. Rates are 72,8% from all the respondents who rated 5 out of 5, 20,4% rated 4 out of 5, and 6,4% rated 3 out of 5. The rest of the ratings are under 0.5%. The overall majority of the respondent highly evaluated the possibility to recommend Job shadowing sessions to their peers, only one participant from Latvia evaluated this possibility with 2 and in the comment section she explained, that she had different expectations towards the event – she expected less knowledge sharing and talking and more practical exercises. See - Table 14 Table 7 - To what extent would you recommend a job shadowing activity to others- trainee's answers and percentages from piloting countries

6. To what extent would you recommend a job shadowing activity to other trainees?					
COUNTRY	1	2	3	4	5
Greece	0	0	3	5	32
Spain	0	0	1	7	33
Lithuania	0	0	3	5	33
Latvia	0	1	8	11	36
Romania	0	0	0	1	39
Malta	0	0	3	24	14
Total	0	1 (0,4)	18 (6,4%)	53 (20,4%)	187 (72,8%)

Table 14 Table 7 - To what extent would you recommend a job shadowing activity to others- trainee's answers and percentages from piloting countries

5.3. Opinions and impressions from the trainees

In general, the comments on feedback and impressions received from the trainees were positive and they found this activity a very useful and successful one. Positive feedback was noted also from the majority of participants and countries. The participants who evaluated the session with lower points pointed out different expectations or criticized a specific speaker of the sessions. A suggestion was made by the participants to include more WOMEN4IT

graduates and their experience sharing in the Job shadowing sessions, it would be easier for participants to relate to their stories.

Lithuania:

- "Very detailed. With real examples, career advice."
- "The shadowing event featured excellent lecturers/orators who provided an opportunity to get to know the chosen data analysis professional course even more closely. Thank you"
- "Very informative. Lots of examples, tips, insights."

Spain:

- "I have perfected my CV, it has taught me how marketing works in a large multinational, and how to stand out in interviews, it has made me learn a lot about the sector. I liked meeting my mentor, a great professional who has been reinventing herself and with whom I felt identified and connected."
- "I have learned that life is full of twists and turns and that no matter how much I focus on something, it doesn't have to be my path. It is important to have contacts but also to establish relationships beyond work."
- "I loved what Marina told me about her position at Accenture, she combines project management with data analysis, and I am going to apply to Accenture for an extracurricular internship because I have loved the company and what she does."

Latvia:

- "I appreciated the story of Vineta's experience, especially the sharing of the different "roles" she has fulfilled as a project manager. I also really liked Andra's presentation: comprehensive, and inspiring. Thank you for the detailed explanation, of who is a scrum master and a product owner, and how the role of project manager has evolved in Tet. While Laura's presentation was excellent, I don't understand why it was chosen over, say, another company's presentation. Laura has achieved a lot, studied a lot, and been on many exchanges. It seems to me that many of our members do not have that much experience to draw on. I rather felt sad after her presentation that I hadn't done something earlier."

- "I received significant information about project coordination only from Andris Aišpurs, while the others, although not bad, did not provide a greater understanding of what the representative of this position does. "
- "Thank you for the useful event! I especially liked Sintijas presentation.
- "I really appreciate real stories of experiences that you have to face when choosing this profession and what you have to go through to get somewhere! Thank you!"
- "Perhaps it seemed a little redundant to mention that the communicator should also wash the floor. Although this often corresponds to reality in small companies, I think that the universal soldier syndrome (for 1000 euros gross in particular) should be avoided :)"
- "I liked the story of Sintijas Silas's experience the most because it was, in my opinion, the most appropriate format for such a career info day, when a representative of the profession talks more about himself, her everyday work and gives really useful advice. Thank you!"
- "Thank you, it was very valuable and a good insight into whether the work routine is what I would like and what I would like to do in the future. Thank you :)"

Romania:

- "I received answers to any questions I had, Mihaela had a friendly attitude, and overall, great activity."
- "Very good organization and communication throughout the entire process and interaction with the trainers, organizers, and job shadowing facilitators."

Greece:

- "The information and experiences Ms. Mathieu shared with us were extremely helpful!"
- "By far the most useful Job shadowing! Thanks!"
- "I liked the inclusion of the participants in the work process and how the managers asked for our opinion on some posts that were uploaded on the company's Facebook page. I didn't like how much time we just watched the women in charge do a very specific task without us participating."

Malta:

- "I recommended the course to others."
- "It was an encouraging session and helped us to understand the clients more in the workplace. Good online presentation within Jobs plus and Tech.mt. Thank you."

6. Conclusions

Job shadowing sessions have proved their effectiveness to motivate participants, introduce them to their potential career path and encourage them to apply for new careers. When asked how they found the job shadowing sessions, most of them found them relevant, helpful and useful for their present status and career growth goals, most of the trainees rated all the aspects of sessions with 5 and 4 out of 5.

To sum up, the feedback received from open questions from the survey, most of the trainees stated that the sessions were very helpful, they received useful information, clear, to the point, they also related greatly with the speakers and the facilitators of the job shadowing, when they explained their personal experiences at the office.

Some of the participants also stated that although they had doubts or struggles, it is OK to realize that they don't have to push it, and it is ok to gain knowledge and focus on something else, not putting too much pressure on themselves. The rare lower evaluations were mainly a result of different expectations or aimed toward a specific speaker.

Job shadowing methodology stated that the purpose of Job shadowing sessions is to be a learning tool complementary to other activities, and the previously set objectives were met = participants have acknowledged the value of the organized activities.

As such, during the entire process of Job Shadowing sessions, developing them, organizing them, and having them available for the trainees in both online and face-to-face format, depending on the case in each country, and due to the feedback received from the surveys that the trainees have filled in, we concluded that the tool we've been developing throughout the WOMEN4IT Project is a successful one and good to share as a best practice and as a good example to be multiplied in other projects/ countries.

Below are the numbers extracted after all the training has finished, and the surveys have been completed in all 6 piloting countries:

- 93,2 % of the participants would recommend job shadowing sessions to other people (Rated 4 and 5 on a scale of 1-5)
- 90,9% of the participants believe that the Job shadowing sessions helped to increase their interest and motivation for their respective job (Rated 4 and 5 on a scale of 1-5).
- 93,4% of the participants believe that the Job shadowing overall facilitated the growth of awareness of the role and responsibilities of the job (Rated 4 and 5 on a scale of 1-5)
- 93% of the participants felt that the job shadowing facilitated a better understanding of the respective job activity (Rated 4 and 5 on a scale of 1-5)

ANNEXES:

Survey:

The participant's Job shadowing evaluation survey Form can be viewed here:

<https://form.jotform.com/220833417862053>

Recording from Job Shadowing sessions:

Some of the countries did not record, due to various reasons such as GDPR, and the format of the sessions that took place - face-to-face. However, we considered it brings added value to the proof of execution to show the available ones, and they can be accessed in the links below:

Latvia:

Project Coordinator -

<https://drive.google.com/file/d/1uSGpMYnXu5czxZFGqW1FzaNsBdSef5/view>

Digital Media Specialist -

https://drive.google.com/file/d/1LVvQY2SK_FiUbqGgLqulKXCXPT94lnQC/view

Tester - <https://drive.google.com/file/d/1Gu2WHqHsgxrc4QVF5DmkrHaGk93gmrYO/view>

Romania:

Web Developer - [job-shadowing_WOMEN4IT2022_WebDev.mp4](#)

Malta:

Job Shadowing Session - [TechMT_Malta](#)

Lithuania:

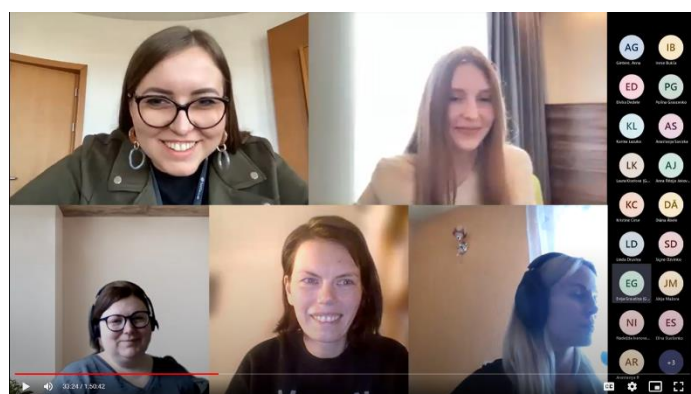
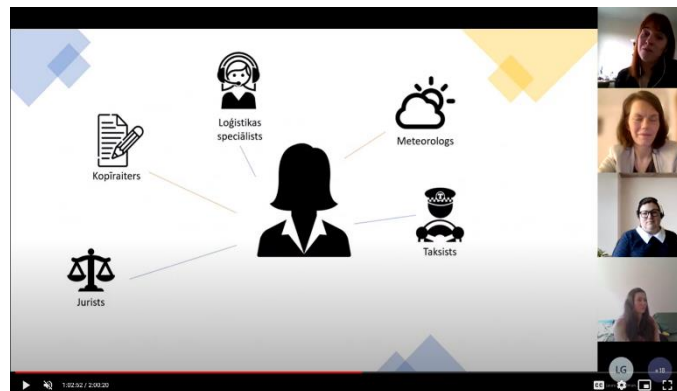
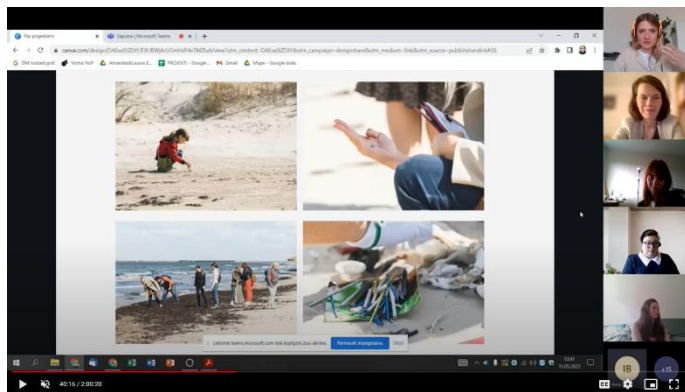
Data Analyst - [22.07.27_Duomenų analitikė.mp4](#)

Customer Success Specialist - [22.07.27_Klientų aptarnavimo specialistė.mp4](#)

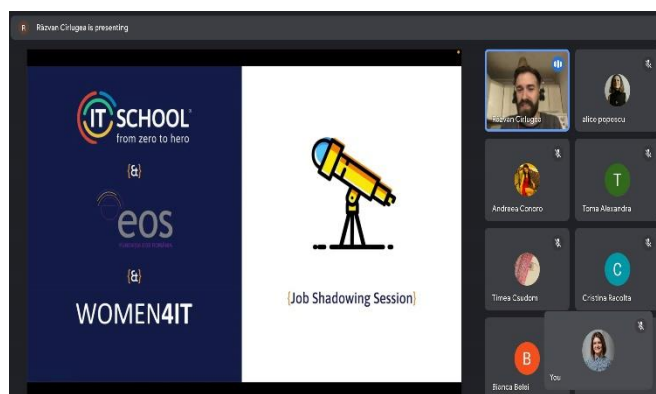
Project Coordinator - [22.07.27_Projektų koordinatorė.mp4](#)

Jr Web Developer - [22.07.27_Projektų koordinatorė.mp4](#)

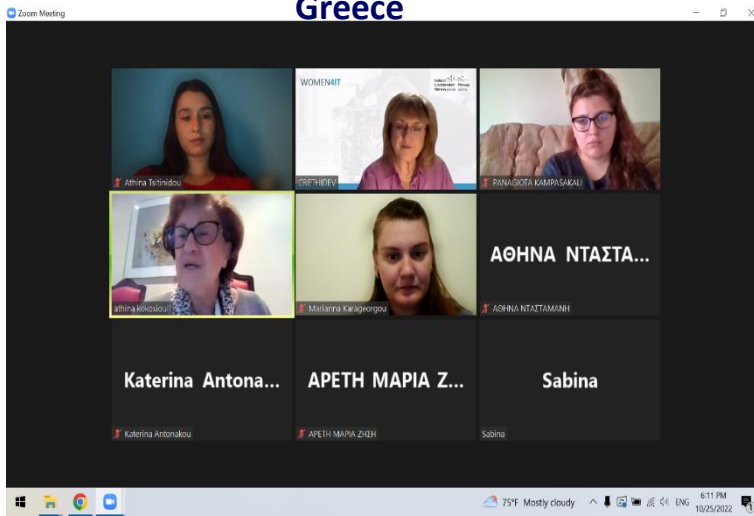
Job Shadowing Photos: Latvia



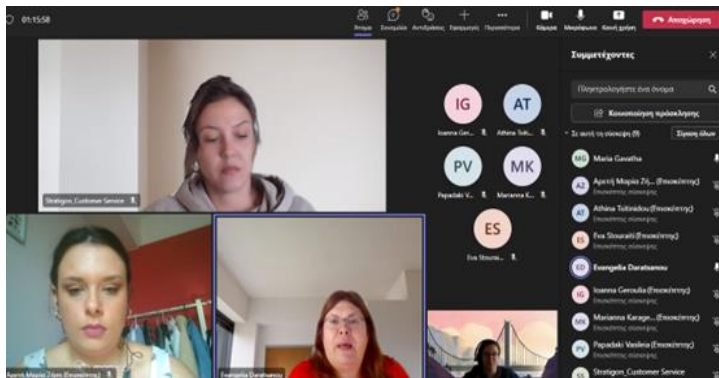
Romania



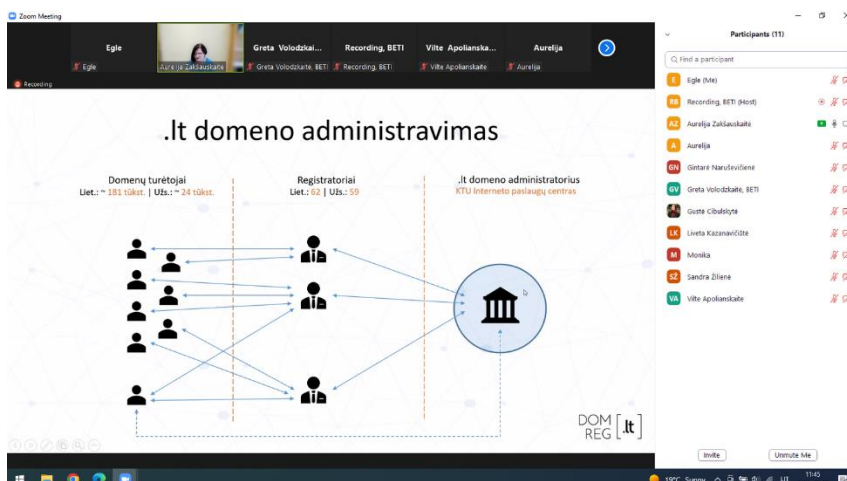
Greece



Spain



Lithuania



Informacinių technologijų departamentas, EMTC – duomenų analitikas Jaunųjų kompiuterinių mokyklų (JKM)

Savaitgalinė informacinių mokymų serija Jaunųjų kompiuterinių mokyklų (JKM)

Kurta 1995 metais

JKM kaime trisda daugiau nei 20 mokymo programų / specializacijų, skirtas mokslams nuo 9 iki 12 klasių

JKM mokslams dėsio 38 kvalifikuoti jauni srityje KTU, VDU dėstytojai, Kauno m. ir Kauno r. gimnazijų IT mokytojai, verslo įmonių atstovai

Kaimet sukauname daugiau nei 500 mokslinių, Mokyklų jau baigė daugiau nei 10 000 mokslinių

2022.07.27

TVS palyginimo kriterijai

Tai padės palyginti skirtingas turinio valdymo sistemas bei patiemis priimti objektyvų sprendimą.

TVS

Funkcija 1

Klasė 3

Skaitmeninė 5

Projektas „Kūrybinių talentų fabrikas“

KŪRYBINIO VERSLUMO MOTYVAVIMO IR ĮGALINIMO PRIEMONĖS

1. KŪRYBINIO VERSLUMO MOTYVAVIMO PRIEMONĖS

2. KŪRYBINIO VERSLUMO ĮGALINIMO PRIEMONĖS

3. KŪRYBINIO VERSLUMO PAVYDŲ KAMPA

AŠI rinkinys „Kūrybinio verslumo motyvacija ir įgalinimas“ skirtas motyvuoti ir įgalinti besimokančius suaugusiuosius dalyvauti mokymo programoje „Kūrybinių talentų fabrikas“

Malta



Example of Following up short report from the partners

WOMEN4IT

Partners Progress on Job Shadowing activity

Deadline: 5 December 2022

Instructions: update this table with the information relevant according to the table.

Piloting Partner	Number of sessions	Number of employers	Number pf participants	Number of surveys
EOS	2	2	40	40
PLAN	9	7	41	41
BETI	4	10	45	41
CRETHIDEV	2	2	40	40
Tech MT	3	2	41	41
LIKTA	3	9	51	51

The project Nr.2017-1-094 "YOUNG-ICT WOMEN: Innovative Solutions to increase the numbers of EU vulnerable young women and young women into the digital agenda" benefits from a 2.714.304 € grant from Iceland, Liechtenstein and Norway through the EEA and Norway Grants Fund for Youth Employment. The aim of the project is to increase the numbers of EU vulnerable young women and young women into the digital agenda.

Project implemented by:



Example of Following up short reports from the partners:

WOMEN4IT

Partners' Progress on Job Shadowing activity

Deadline: 7 October 2022

Instructions: edit the content of the table with a short description stating the title, the format of the **Job Shadowing activity**, how many trainees will participate, as well as the duration of the job shadowing, and any other relevant information you might have.

Partner	Date/Timeline	Person / Company holding the JS	Job profiles	Short description
EOS	2 nd half of the trainings (September)	IT School specialists trainers (different from the ones giving the training)	Tester, Jr Web Developer	JS activity was held online for 22 trainees in a couple of hours online session held on Google Meet, separately from the training classes. The Job Shadow was led by Mihaela Draniceanu, a former Trainer in the WOMEN4IT project during 2020-2021. It took place towards the end of the Empowerment Workshop sessions, so the young women could launch more into the Tester job profile, ask questions and receive further guidance on how to be productive at the job. Title of the session is "A day at work for a Tester specialist". A following article was posted online after the session: https://eos.ro/job-shadowing-testare/

PLAN

1 st of June	Verónica Rodríguez Muñoz / Linkedin España	Digital Media Specialist	Session How to build your network and advance professionally on LinkedIn? Content: Introduction: What is LinkedIn / Define your professional brand / Create your LinkedIn profile / Build your professional network / Use your LinkedIn network to find opportunities / Search for jobs on LinkedIn / Other tips. The aim of the workshop was for them to learn how to get the most out of their profile and learn about its applications. 17 young women participated in this session.
8 th of June	Lucía Beatriz Fernández-Roel Arche / Accenture		Virtual visit to the professional's work environment with the aim of familiarizing participants with specific projects in the field of technology. The session lasted 1 hour and had the main objective of getting trainee know in depth the routine, details and objectives of the different jobs. Lucía also helped the trainee to elaborate a good curriculum and to be prepared for a job interview. 1 young woman participated in this session.
17 th of June	Olga Tsymbaliuk / Accenture	Data Analyst	virtual visit to the professional's work environment with the aim of familiarizing participants with specific projects in the field of technology. The session lasted 45 minutes and had the main objective of getting trainees know in depth the routine, details and objectives of the different jobs. 4 young women participated in this session.
21 st of June	Montserrat Alvarez Riba / Plan International	Data Analyst	virtual visit to the professional's work environment with the aim of familiarizing participants with specific projects in the field of technology. The

22 nd of June	Susana Grijalba Sacyr	/	Project Coordinator	<p>session lasted 45 minutes and had the main objective of getting trainees know in depth the routine, details and objectives of the different jobs. 3 young women participated in this session.</p> <p>.</p>
28 th of June	Sheila Arnedillo Sesma Accenture	/	Data Analyst	<p>virtual visit to the professional's work environment with the aim of familiarizing participants with specific projects in the field of technology. The session lasted 45 minutes and had the main objective of getting trainees know in depth the routine, details and objectives of the different jobs. 1 young woman participated in this session.</p>
29 th of June	Marina Sánchez Morán Accenture	/	Project Coordinator	<p>virtual visit to the professional's work environment with the aim of familiarizing participants with specific projects in the field of technology. The session lasted 45 minutes and had the main objective of getting trainees know in depth the routine, details and objectives of the different jobs. 1 young woman participated in this session.</p>
29 th of June	Jenifer Pack Ugarte Accenture	/	Junior Web Developer	<p>virtual visit to the professional's work environment with the aim of familiarizing participants with specific projects in the field of technology. The session lasted 45 minutes and had the main objective of getting trainees know in depth the routine, details and objectives of the different jobs. 2 young women participated in this session.</p>
29 th of June				<p>virtual visit to the professional's work environment with the aim of familiarizing participants with specific projects in the field of technology. The session lasted 45 minutes and had the main objective of getting trainees know in depth the routine, details and objectives of the different jobs. 1 young woman participated in this session.</p>

	6 th of July	Susana Grijalba / Sacyr	Project Coordinator	projects in the field of technology. The session lasted 45 minutes and had the main objective of getting trainees know in depth the routine, details and objectives of the different jobs. 6 young women participated in this session.
	12 th of July	Celia Rico Fraile / Sacyr	Data Analyst	virtual visit to the professional's work environment with the aim of familiarizing participants with specific projects in the field of technology. The session lasted 45 minutes and had the main objective of getting trainees know in depth the routine, details and objectives of the different jobs. 1 young woman participated in this session.
	17 th of July	Montserrat Alvarez Riba / Plan International	Data Analyst	virtual visit to the professional's work environment with the aim of familiarizing participants with specific projects in the field of technology. The session lasted 45 minutes and had the main objective of getting trainees know in depth the routine, details and objectives of the different jobs. 1 young woman participated in this session.
BETI			Customer service support	Customer service support representative - Domreg (Aurelija

	27 July 2022	Lithuania	representative	<p>Žakšauskaitė), Hostinger (Gustė Cibulskytė, Ieva Visockytė), LITNET (Dainora Muraškienė)</p> <p>Project coordinator – Baltic Amadeus (Jonas Dainauskas, Benediktas Vilius Pučkus), ECDL (Renata Danielienė), Social Innovation Fund (Audronė Kisielienė)</p> <p>Data analyst – KTU (Irena Patašienė), BSSIT (Nerijus Jankauskas, Asitė Navikienė), Informacinių technologijų departamentas (Inga Želvienė)</p> <p>Junior Web developer - ITMC (Skaidra Vaicekauskienė), LITNET (Jolanta Totoraitienė), VIPT asociacija (Laura Grinevičiūtė)</p>
LIKTA	11 th of May	Liepāja Municipality Science and Innovation centre, LIAA, Tet	Project coordinator	<p>Company representatives each gave a 40 minute story on daily life routine of the respective profession, covering their story how they choose the career, their daily tasks, pros and cons of the profession and gave tips and trick, how to start a career and what type of specialists they are looking for in their company.</p> <p>Recording: https://drive.google.com/file/d/1_u-SGpMYnXu5czxZFGqW1FzaNsBdSef5/view?usp=sharing</p>
	12 th of May	LIKTA, Ventpils Freeport TVNET	Digital media specialist	<p>Company representatives each gave a 40 minute story on daily life routine of the respective profession, covering their story how they choose the career, their daily tasks, pros and cons of the profession and gave tips and trick, how to start a career and what type of specialists they are looking for in their company.</p> <p>Recording:</p>

				https://drive.google.com/file/d/1LVvQY2SK_FiUbqGgLqulKXCXPT94lnQC/view?usp=sharing
	13 th of May	TestDevLab, IF Latvia	Tester	<p>Company representatives each gave a 40 minute story on daily life routine of the respective profession, covering their story how they choose the career, their daily tasks, pros and cons of the profession and gave tips and trick, how to start a career and what type of specialists they are looking for in their company.</p> <p>Recording: https://drive.google.com/file/d/1Gu2WHqHsgxrc4QVF5DmkrHaGk93gmrYO/view?usp=sharing </p>
CRETHIDEV	25.10, 15.11, 08.12			<p>Project Coordinator - Athina Kokosiouli, executive director and co-founder of Dynamic Vision, described what a day in the life of a Project Manager means to provide our trainees with an insight into the roles and responsibilities of this job profile. She also presented her career path and discussed with participants which skills are necessary to the labour market today, while she agreed to support trainees in their search for employment in her network.</p> <p>Digital Media Specialists - Mrs. Elena Mathiou – Rose, partner, and co-founder of Guruservices.Biz explained the work activities, the role, and the responsibilities of this job position and gave tips for better performance. At the end of the presentation, a question-and-answer open discussion with participants took place.</p>

TechMT	25.08, 22.12	eSkills, Jobs Plus,	Customer support Digital media Specialist Junior Web Development Project Coordinator Tester	Johann Mifsud – eSkills Malta Foundation Joseph Seychell – Senior Manager Malta Communications Authority Elke Sghendo – Western Regional Council A total of 5 companies were involved. The Customer service support representative session was facilitated by Jobs Plus and the Digital Media Specialist by Ediana Guillaumier. In the rest of the sessions specialists from eSkills Malta Foundation, Western Regional Council and Malta Communications Authority were leading the sessions.
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Project implemented by:

