

# FSUshadow

One-day job shadow experiences over Spring Break

**Spring Break Session 2017**

**March 13, 14, 15, or 16**

**Apply by February 16, 2017**

**Opportunities added to [SeminoleLink](#) daily!**

**FSUshadow Opportunities (as of 1/25/17) by:**

- **Location** (page 1)
- **Industry** (pages 1-3)
- **Description** (pages 3-7)

**\*\*Note: This document will be updated on a weekly basis through February 14, 2017**

## Spring Break Session 2017 Host Sites by Location as of 1/25/2017

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### Jacksonville

Client Support (IT) – Advent Software  
UNF Intercollegiate Athletics (Sport Management) – University of North Florida  
Wealth Management – Michael W Halloran/Northwestern Mutual

### Central Florida (Orlando and surrounding counties)

Estimating/Civil Engineering – Garney Construction (Winter Garden, FL)  
Insurance Producer – TGG Financial Services Inc/Harry Levine Insurance (Winter Park, FL)  
Social Work Care Manager – Florida Hospital (Orlando, FL)

### Melbourne/Palm Bay

Public Information and Marketing – City of Palm Bay (Palm Bay, FL)

### South Florida (Fort Lauderdale, West Palm Beach, Miami)

Journalism Managing Editor – Local 10 News WPLG (Pembroke Park, FL)  
Real Estate – Cohen Commercial Realty (North Palm Beach, FL)  
Sales Development/Training Manager – MotionPoint (Coconut Creek, FL)  
Social Media – 3i Advertising/PR (Palm Beach Gardens, FL)

### Tallahassee

Central Intelligence Agency (CIA) Clandestine Service – Central Intelligence Agency (Hosted on FSU's campus)  
Educational Entity and Local Government Audit – Florida Auditor General  
Government Information Technology Specialist – Florida Department of Highway Safety & Motor Vehicles  
Information Technology Audit Support – Florida Auditor General  
Information Technology Audit – Florida Auditor General  
IT Business Consultant/Project Manager in State Government – Florida Department of Highway Safety & Motor Vehicles  
Logistics and Inside Sales – C.H. Robinson Worldwide  
Management – Enterprise Rent A Car  
State Government Agency Audit – Florida Auditor General  
VP of Finance & Communications – Tallahassee-Leon Federal Credit Union

### Tampa/St. Petersburg

Account Executive/Marketing – Sunbelt Staffing (Oldsmar, FL)

## Host Sites by Industry

Some organizations are listed under multiple industries based on interest/industry.

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### Accounting

Educational Entity and Local Government Audit – Florida Auditor General (Tallahassee, FL)  
State Government Agency Audit – Florida Auditor General (Tallahassee, FL)  
VP of Finance & Communications – Tallahassee-Leon Federal Credit Union (Tallahassee, FL)  
Wealth Management – Michael W Halloran/Northwestern Mutual (Jacksonville, FL)

### Communication & Media

Journalism Managing Editor – Local 10 News WPLG (Pembroke Park, FL)  
Logistics and Sales – C.H. Robinson Worldwide (Tallahassee, FL)  
Management – Enterprise Rent A Car (Tallahassee, FL)  
Public Information and Marketing – City of Palm Bay (Palm Bay, FL)  
Social Media – 3i Advertising/PR (Palm Beach Gardens, FL)  
UNF Intercollegiate Athletics (Sport Management) – University of North Florida (Jacksonville, FL)  
VP of Finance & Communications – Tallahassee-Leon Federal Credit Union (Tallahassee, FL)

**Engineering**

Estimating/Civil Engineering – Garney Construction (Winter Garden, FL)

**Finance**

Educational Entity and Local Government Audit – Florida Auditor General (Tallahassee, FL)

State Government Agency Audit – Florida Auditor General (Tallahassee, FL)

Wealth Management – Michael W Halloran/Northwestern Mutual (Jacksonville, FL)

VP of Finance & Communications – Tallahassee-Leon Federal Credit Union (Tallahassee, FL)

**Government**

Central Intelligence Agency (CIA) Clandestine Service – Central Intelligence Agency (Hosted on FSU's campus)

Educational Entity and Local Government Audit – Florida Auditor General (Tallahassee, FL)

Government IT Specialist – Florida Department of Highway Safety & Motor Vehicles (Tallahassee, FL)

Information Technology Audit Support – Florida Auditor General (Tallahassee, FL)

Information Technology Audit – Florida Auditor General (Tallahassee, FL)

IT Business Consultant/Project Manager – Florida Department of Highway Safety & Motor Vehicles (Tallahassee, FL)

Public Information and Marketing – City of Palm Bay (Palm Bay, FL)

State Government Agency Audit – Florida Auditor General (Tallahassee, FL)

**Healthcare**

Social Work Care Manager – Florida Hospital (Orlando, FL)

**Human Resources**

Account Executive/Marketing – Sunbelt Staffing (Oldsmar, FL)

Management – Enterprise Rent A Car (Tallahassee, FL)

Sales Development/Training Manager – MotionPoint (Coconut Creek, FL)

UNF Intercollegiate Athletics (Sport Management) – University of North Florida

VP of Finance & Communications – Tallahassee-Leon Federal Credit Union (Tallahassee, FL)

**Information Technology**

Client Support (IT) – Advent Software (Jacksonville, FL)

Government IT Specialist – Florida Department of Highway Safety & Motor Vehicles (Tallahassee, FL)

Information Technology Audit Support – Florida Auditor General (Tallahassee, FL)

Information Technology Audit – Florida Auditor General (Tallahassee, FL)

IT Business Consultant/Project Manager – Florida Department of Highway Safety & Motor Vehicles (Tallahassee, FL)

Journalism Managing Editor – Local 10 News WPLG (Pembroke Park, FL)

Social Media – 3i Advertising/PR (Palm Beach Gardens, FL)

**Insurance**

Insurance Producer – TGG Financial Services Inc/Harry Levine Insurance (Winter Park, FL)

**Legal**

Real Estate – Cohen Commercial Realty (North Palm Beach, FL)

Central Intelligence Agency (CIA) Clandestine Service – Central Intelligence Agency (Hosted on FSU's campus)

**Management**

Account Executive/Marketing – Sunbelt Staffing (Oldsmar, FL)

IT Business Consultant/Project Manager – Florida Department of Highway Safety & Motor Vehicles (Tallahassee, FL)

Logistics and Inside Sales – C.H. Robinson Worldwide (Tallahassee, FL)

Management – Enterprise Rent A Car (Tallahassee, FL)

Sales Development/Training Manager – MotionPoint (Coconut Creek, FL)

Social Work Care Manager – Florida Hospital (Orlando, FL)

UNF Intercollegiate Athletics (Sport Management) – University of North Florida (Jacksonville, FL)

**Management (continued)**

VP of Finance & Communications – Tallahassee-Leon Federal Credit Union (Tallahassee, FL)

Wealth Management – Michael W Halloran/Northwestern Mutual (Jacksonville, FL)

**Marketing/Sales**

Account Executive/Marketing – Sunbelt Staffing (Oldsmar, FL)

Logistics and Sales – C.H. Robinson Worldwide (Tallahassee, FL)

Public Information and Marketing – City of Palm Bay (Palm Bay, FL)

Sales Development/Training Manager – MotionPoint (Coconut Creek, FL)

Social Media – 3i Advertising/PR (Palm Beach Gardens, FL)

VP of Finance & Communications – Tallahassee-Leon Federal Credit Union (Tallahassee, FL)

**Operations/Logistics**

IT Business Consultant/Project Manager – Florida Department of Highway Safety & Motor Vehicles (Tallahassee, FL)

Logistics and Sales – C.H. Robinson Worldwide (Tallahassee, FL)

Management – Enterprise Rent A Car (Tallahassee, FL)

UNF Intercollegiate Athletics (Sport Management) – University of North Florida (Jacksonville, FL)

**Real Estate**

Real Estate – Cohen Commercial Realty (North Palm Beach, FL)

**Social Work**

Social Work Care Manager – Florida Hospital (Orlando, FL)

**FSUshadow Host Descriptions in alphabetical order**

SeminoleLink Job Posting Number in parentheses

**Account Executive/Marketing (787470)****Sunbelt Staffing, Oldsmar, FL**

Sunbelt Staffing is seeking motivated and driven individuals who are interested in learning more about the role of an Account Executive within the Healthcare and Education Industries. Those shadowing will observe Account Executives as they manage clients, execute talent acquisition, and use purposeful marketing techniques to impact business.

**Central Intelligence Agency (CIA) Clandestine Service (787629 & 787630)****Central Intelligence Agency, Tallahassee, FL (FSU's Campus)**

This unique opportunity on FSU's campus will allow students to learn about CIA's Clandestine Collection Work. Through presentations and hands-on exercises, participants will get a realistic flavor of work in the Central Intelligence Agency.

**Client Support Representative (783409)****Advent Software, Jacksonville, FL**

This experience will provide participants with exposure to a-day-in-the-life of a Client Support Representative. Students will meet with various members from each of our support teams who will provide an overview of their daily activities and will provide high-level training on the specific products. At the end of the day we'll set aside time for a general QA session with Team Managers.

**Educational Entity and Local Government Audit (787557)****Florida Auditor General, Tallahassee, FL**

The EELGA Auditing FSUshadow experience will provide participants with exposure to a day-in-the-life of an auditor working for the Auditor General. Specifically, such duties will include audits of district school boards, State colleges and universities, and other local governmental entities. FSUshadow participants will learn about specific job responsibilities and skills needed to audit the financial statements of these entities, including preparation and review of selected audit reports. In addition, the participant will learn and observe standard operating procedures developed and followed by our office to demonstrate and document compliance with Government Auditing Standards.

**Estimating/Civil Engineering (787387)****Garney Construction, Winter Garden, FL**

Garney Construction is a 100% employee owned company that has 55 years of wide-ranging experience in the construction of waterlines and water supply projects. Garney is recognized as a national leader in water and wastewater infrastructure construction. You will meet with Garney Employee Owners to learn about Garney History, Culture and what we do. Then spend some time with an estimator. Eat lunch in our office then spend some time with a project manager and visit a construction jobsite. You will also learn about additional opportunities such as internships and co-ops.

**Government Information Technology (IT) Specialist (787378)****Florida Department of Highway Safety & Motor Vehicles, Tallahassee, FL**

This Government IT Specialist experience will provide participants with exposure to the day-to-day technology operations related to working in the public sector. You will learn about the important role our IT members have in the modernization, designing, developing and maintaining of custom web applications/web services, networks, databases and security management that supports law enforcement, motor vehicle, driver's license and administrative services throughout the State of Florida.

**Information Technology Audit Support (787560)****Florida Auditor General, Tallahassee, FL**

The Information Technology Audit Support FSUshadow experience will provide participants with exposure to a day-in-the-life working in the tech industry. Selected FSUshadow participants will learn about the day-to-day operations of an IT department including network infrastructure and security management, application development, and data mining techniques.

**Information Technology Audit (787555)****Florida Auditor General, Tallahassee, FL**

The Information Technology Audit FSUshadow experience will provide participants with exposure to a day-in-the-life working in Information Technology Audit. Selected FSUshadow participants will be given an overview of IT auditing concepts, walked through audit working papers where IT auditing concepts are applied, observe staff project status meetings, observe selected staff in the performance of audit procedures, and learn about specific job responsibilities and skills related to an effective audit organization and compliance with Government Auditing Standards.

**Insurance Producer (787178)****TGG Financial Services, Inc – Harry Levine Insurance, Winter Park, FL**

The property & casualty insurance producer is responsible for building a robust and diverse book of business focused on, but not limited to, commercial lines accounts, reviewing policies and ensuring that policy renewals are properly handled. The position is part of a team of individuals that operate in a fast paced client-centric environment. Observe the role of an inside agent who sells and serves clients in areas such as insurance contract and shadow Vice President of Operations to observe role in carrier relations, HR, and high level strategic planning for the company. Possible opportunity to attend a local agents' association event.

**IT Business Consultant/Project Manager in State Government (787376)****Florida Department of Highway Safety & Motor Vehicles, Tallahassee, FL**

In this government technology experience you will learn about the important role our IT members have in strategic business operations. This includes driving the overall direction, coordination, implementation, execution, control and completion of IT projects, ensuring consistency with the Department's strategies, commitments and goals.

**Journalism Managing Editor (786502)****Local 10 WPLG, Pembroke Park, FL**

This role is intended to help a student who may be considering a full-time job in online news. The student chosen for this position will learn the day-to-day structure of a typical news day maintaining content for a local television station website. He or she will see how breaking news comes together, how the editors in the building work with the reporters out in the field and how the combined efforts help mold an online news story. He or she will get a brief overview on effective headline writing, SEO best practices and creating related content.

**Logistics Inside Sales (787402)****C.H. Robinson Worldwide, Tallahassee, FL**

The Third Party Logistics Sales FSUshadow experience will provide participants with exposure to a day-in-the-life working in third party logistics, sales, and account management strategy. Selected FSUshadow Student Participants will observe phone calls with clients, negotiations for pricing and volume commitments, problem resolution, as well as general operational tasks.

**Management (785114)****Enterprise Rent A Car, Tallahassee, FL**

The Management Trainee FSUshadow experience will provide participants with exposure to a day-in-the-life working in a fast-paced business operation. Getting to know our business and what it is like to manage a business from a high level. Selected FSUshadow Student Participants will observe the daily rental process, the review of the financial analysis of the business, and how we control the supply chain to ensure we have the product for our customers.

**Public Information and Marketing (783624)****City of Palm Bay, Palm Bay, FL**

The Public Information/Marketing FSUshadow experience will provide participants with exposure to a day-in-the-life working in local government marketing and public information strategy. Selected FSUshadow Student Participants will observe meetings with city departments, creative development of materials, editing/revising content for websites as well as social media management, emergency services communication and other tasks.

**Real Estate Commercial (786663)****Cohen Commercial Realty, Inc., North Palm Beach, FL**

Our firm is currently seeking a person to shadow/intern with our close-knit team. Observations include but not limited to pulling demographics, marketing, pulling sales and lease comps, data entry, answering phones, observing real estate agents and property managers.

**Sales Development/Training Manager (787375)****MotionPoint, Coconut Creek, FL**

The Sales Development/Training FSUshadow experience will provide participants with exposure to a day-in-the-life working in sales development and corporate sales training. Selected FSUshadow Student Participants will observe meetings with MotionPoint employees, outbound prospecting, meetings with potential MotionPoint customers, a sample new hire training curriculum, development of materials as well as general management tasks as this position supervises the sales development team.

**Social Media (787340)****3i Advertising/PR, Palm Beach Gardens, FL**

Will work with team members on projects from the earliest stages of concept and development through to successful, on-time completion as measured by achievement of metrics. Responsibilities include developing and executing communication plans and initiatives to support business and social media objectives. Expected to understand client needs and help to develop communication solutions; assisting with communication planning; developing key messages; writing, using research and analytics to drive planning and messaging; and track performance and progress.

**Social Work Care Manager (784464)****Florida Hospital, Orlando, FL**

Located on a lush tropical campus, our flagship hospital, 1,200+ bed Florida Hospital Orlando, serves as the major tertiary facility for much of the Southeast, the Caribbean and South America. We are already one of the busiest hospitals in the nation, providing service excellence to more than 32,000 inpatients and 125,000 outpatients each year. The goal of Care Management is to promote quality patient care via effective discharge planning and efficient, value-based utilization of health care resources. The case management team provides a comprehensive and collaborative process which assesses, plans, intervenes, facilitates, and advocates for the needs of patients and their families. The Social Work Care Manager FSUshadow experience will provide participants with exposure to working in the hospital setting, addressing the adult population. FSUshadow Student Participants will observe interdisciplinary rounds with hospital staff (MDs, RNs, PT/OT, Pharmacy, etc), meetings and assessments with patients and their families, interacting with outside providers and resources, and more.

**State Government Agency Audit (787559)****Florida Auditor General, Tallahassee, FL**

Seize the chance to step out of the classroom and into the challenging and rewarding auditing field where you have the opportunity to make a difference every day. The SGA Auditing FSUshadow experience will provide participants a day-in-the-life working as an auditor and interacting with agency personnel. FSUshadow participants will observe meetings, develop audit documentation, learn about specific job responsibilities and auditing skills, and how to manage audit projects and tasks.

**UNF Intercollegiate Athletics (Sport Management) (786659)****University of North Florida, Jacksonville, FL**

Shadow Donna Kirk, the University of North Florida Athletics Department's Senior Woman Administrator, who oversees the compliance and academic services offices, as well as serves as sport administrator for Women's Soccer, Women's Golf, Women's Tennis and Women's Swimming.

**VP of Finance & Communications (785772)****Tallahassee-Leon Federal Credit Union, Tallahassee, FL**

Shadowing and learning about areas dealing with Accounting, IT, Marketing, and Business Development.

**Wealth Management Advisor (786477)****Michael W. Halloran/Northwestern Mutual, Jacksonville, FL**

The FSUshadow experience will provide participants with exposure to a day-in-the-life working with Michael W. Halloran, a Wealth Management Advisor. Selected FSUshadow Student Participants will observe meetings with clients, development of materials, updates to system, and general management tasks as this position supervises interns.

Michael W. Halloran is a Wealth Management Advisor with Northwestern Mutual and has been in the financial services industry for over 40 years. In addition, Mr. Halloran is an Estate Strategies Group Advisor and is part of the Estate Business Planning Specialist Study Group. In 2015, Mike was elected into the NAEPC Estate Planning Hall of Fame® and Honored as an Accredited Estate Planner® (Distinguished) designee by the National Association of Estate Planners & Councils. Mike has two master degrees and eight professional designations. He was a professor at the University of North Florida for over 14 years.

Mr. Halloran guides clients in reaching financial security from every aspect through long-term relationships that are based on value and integrity. His approach to financial planning involves analyzing, planning, and implementing customized strategies. He is committed to providing comprehensive, integrated financial plans that reflect the clients' values and support their lifelong goals. More specifically, Mr. Halloran's expertise lies in estate and business planning for individuals and businesses.