



# idevelop

Program Personalised Job Shadowing Programme , 5 days

Málaga

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## Program Description

This activity is a structured job shadowing programme hosted by an education or training organisation, adaptable to VET, School Education, and Adult Education contexts. Participants carry out planned classroom and/or workplace observation aligned with their professional profile, focusing on teaching/training practices, learner support, organisation, and quality standards.

Teachers will be provided with the schedule of the classes or sessions they will be observing in advance. During observation days, participants follow the timetable of their assigned host teacher or trainer.

During breaks, there will be opportunities for informal conversation and professional exchange with the host teacher and staff members.

## Competences

- Understanding of host organisation practices, routines, and professional standards
- Ability to observe and analyse teaching/training or workplace processes critically
- Improved knowledge of methodologies, tools, and resources used in the host context
- Communication skills for professional dialogue with mentors and staff
- Reflective practice: identifying transferable good practices for the home organisation
- Intercultural and organisational awareness in an international mobility context

## Methodology

- Structured observation using agreed focus points (methods, tools, roles, procedures)
- Guided mentor support through briefing, discussion, and debriefing moments
- Note-taking and reflection to capture evidence, key learning points, and questions
- Comparison of practices across sessions/groups/tasks where possible
- Final group reflection and feedback exchange to consolidate learning outcomes

## Results

- Clear overview of methodologies and tools applied in the host organisation
- Documented observation notes and reflection summary
- Identified examples of good practice and potential improvements for transfer
- Increased confidence in applying new approaches in the participant's own context
- Feedback collected from participants and mentor to evaluate the mobility experience
- Completed final round-up session (reflection, feedback exchange, farewell)

## Day by day Planning

### Day 1 – Induction

Morning (Host Organisation  
Induction)

Official welcome & introductions  
Presentation of the host organisation (mission, departments,  
key contacts)  
Meet the mentor(s): roles and communication channels  
Timetable overview (week plan and daily routines)

Afternoon (Joint Session – All  
Participants)

Overview of the educational system  
Training pathways, qualifications, assessment approaches  
(general overview)  
Organisational logistics: departments and schedules  
Practical mobility briefing: rules, reporting, expected  
conduct, documentation  
Q&A + short reflection: "What I expect to learn this week"

### Day 2 – Job Shadowing Activities

Daily structured job shadowing (5 hours).

### Day 3 - Job Shadowing Activities

Daily structured job shadowing (5 hours).

### Day 4 - Job Shadowing Activities

Daily structured job shadowing (5 hours).

### Day 5 - Job Shadowing and Final Round-Up & Farewell

Daily structured job shadowing (5 hours).

In the  
afternoon

In the afternoon Final round-up session, reflection meeting, feedback exchange,  
and farewell.