



2017 SUMMER YOUTH EMPLOYMENT PROGRAM EMPLOYER WORKSITE FAQs

What is the City of Richmond's Summer Youth Employment Program (SYEP)?

The Summer Youth Employment Program is a subsidized employment opportunity for Richmond youth between the ages of 16-21; our Richmond youth benefit by learning skills and career pathway ideas by working up to 100 hours in a variety of local work sites.

Who is responsible for paying the youth?

Through various donations and funding sources, The City of Richmond's Employment and Training department is responsible for paying youth that are employed through the program.

How does your business benefit by hiring a local youth?

Your business benefits by providing a much needed job for local youth who gain valuable knowledge, experience and skills by working for you. There is no monetary cost to you! And you gain by having an eager worker!

How many hours can the youth work, and how much are they paid? The youth are allowed to work 20—25 hours a week, and are paid **\$10.00** per hour.

How long is the Summer Youth Employment Program (SYEP)? SYEP is approximately five (5) weeks long, operating during the summer months of June and August.

How are the youth selected to work in the program? Online applications become available in February through www.richmondworks.org. Applications are then selected according to SYEP guidelines as well as a lottery system to ensure the selection process is fair.

Is there a screening and preparation process to ensure the youth are ready to work? Yes! All of the SYEP participants are carefully screened. The screening process includes: math and reading testing, participation in mandatory work readiness workshops focused on workplace etiquette, integrity/initiative, conflict resolution, and money management.

Who is responsible for placing the youth at your business? The SYEP YouthWORKS Employment Specialists are responsible for placing the youth at your business worksite. Once the Worksite Agreement has been completed and approved, YouthWORKS will contact you to review the application and discuss any special requests that the worksite might have.

Your business (worksite) will be scheduled for a mandatory orientation before the youth participants are placed to work. During this orientation, a Worksite Handbook is provided which includes all the necessary information for a successful outcome. Each worksite will have a designated Youth Coordinator tasked at monitoring and mediating any challenges that may occur.

How can I apply to participate in the Summer Youth Employment Program as a Worksite?

Contact YouthWORKS at 510-307-8019 or in person at 2705 Macdonald Ave Richmond, CA 94804.

Additionally, you can submit a SYEP Worksite Request Form at <https://ca-richmond3.civicplus.com/1139/Summer-Youth-Employment-Program> .

If you would like to help make a difference in our Richmond community and invest in our youth, we gladly accept monetary donations (tax deductible) to keep the program alive and/or *Hire a Youth!*