

2009 MVAC SUMMER YOUTH EMPLOYMENT PROGRAM

Minnesota Valley Action Council would like to invite your business to join us to make the 2009 Summer Youth Employment Program a success! This is your opportunity to help stimulate the local economy by serving as a worksite for local youth so they may have a summer job, acquire new skills, and earn and spend money locally.

- WHO?**
- Employers must be in Blue Earth, Brown, Faribault, Le Sueur, Martin, Nicollet, Sibley, Waseca, or Watonwan Counties.
 - Eligible businesses include for-profit, private, public, or non-profits.
- WHAT?**
- A paid work experience program for youth ages 14-24.
 - MVAC will recruit youth, pay their wages, provide workers comp. insurance, and visit worksites to provide support and to help resolve issues.
 - Employers will interview, train, supervise, and mentor youth.
- WHEN?**
- Ten weeks over the summer of 2009.
 - Youth will work 20-30 hours per week.
 - Days and hours will be scheduled based on worksite's/youth's needs.
- WHERE?**
- Employment in private and public worksites in the nine county area.
 - A special request for "green" jobs in the area of solar, geothermal, and wind power design. Examples are retrofitting buildings, constructing energy-efficient housing, solar panel installation, reclaiming public park areas, or the recycling of computers.
- WHY?**
- Recovery and Reinvestment Act Funds will be utilized to stimulate the local economy.
 - Youth will learn job skills, good job habits, and financial fitness skills.
 - Businesses will benefit by having assistance with routine work or special projects.

WHAT YOU NEED TO DO NOW :

- Complete the attached worksite application and assurance agreement.
- Mail the completed forms back to the **MVAC office in your county by April 30, 2009.**
- Contact Bonnie Stanton at (507) 345-2428 or bstanton@mvac.mankato.mn.us if you have any questions or wish further information.

Thank you for your interest and participation in this program!!!

**MVAC YOUTH EMPLOYMENT PROGRAM
WORKSITE APPLICATION**

Please complete the following form if you are interested in serving as a worksite for youth. Complete a separate form for each youth job title.

Name of Worksite: _____

Name of Supervisor (print): _____

Name of Alternate Supervisor (print): _____

Name of Person Who Will Conduct Interview (print): _____

Interviewer's Phone Number: _____

Mailing Address: _____

Business Phone: _____ Cell Phone: _____

Fax Number: _____ E-Mail Address: _____

Youth Job Title: _____

Youth Job Description and Duties: _____

Youth may work 20-30 hours per week. What days of the week and hours per day would you request youth to work? _____

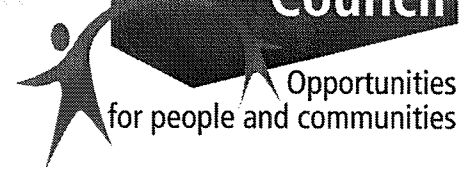
If a youth attends summer school in the morning, would you have afternoon work available for them? Yes ___ No ___ Weekend work? Yes ___ No ___

We will be serving 14-24 year olds. Child labor laws require that youth be 16 years of age or older to operate power equipment (including lawn mowers). Does your worksite have a minimum age requirement due to the type of job? Yes ___ No ___ If yes, what age? _____

Number of Youth Requested: _____

Please complete and sign both sides of this form. For questions, call the MVAC office in your county or MVAC in Mankato at (507) 345-2428. Mail or fax this form to the MVAC office in your county or fax to MVAC in Mankato at (507) 345-2414.

Thank you for your support of this program and to the youth in your county!



WORKSITE ASSURANCE AGREEMENT

As a prospective worksite for Minnesota Valley Action Council's youth employment program, I agree to abide by the Workforce Investment Act (WIA) and Minnesota Youth Program (MYP) regulations. More information regarding these requirements will be provided at the worksite orientation.

- 1. The Minnesota Child Labor Standards Act.**
- 2. The Right-to-Know Act.**
- 3. The Labor Standards Provisions contained in WIA.**
- 4. Work experience arrangements will not unfavorably impact current employees. The work experience of the participants should not replace the work of employees who have experienced layoffs.**
- 5. Existing contracts for services or collective bargaining agreements will not be impaired by serving as a worksite.**
- 6. Sufficient work and equipment will be provided to participants.**
- 7. Worksite must provide supervision and mentoring to youth via worksite supervisor and alternate supervisor. Direct supervisors may not be an immediate family member of the youth participant.**
- 8. Youth participants shall not be allowed to work in the specific location at a time when religious worship, sectarian instruction, or political activities are being conducted.**
- 9. Commitment to help participants acquire the experience and training that is required to meet the work readiness goals set for participants.**
- 10. Flexibility in working with youth who have issues that may be barriers to employment.**

TYPE OR PRINT NAME

TITLE

AUTHORIZED WORKSITE SIGNATURE

DATE