

### **What is the Youth Work Experience Program?**

The Youth Work Experience Program is designed to provide eligible youth between the ages of 14 and 24, with the exposure to the world of work and potential careers. Direct, hands-on experience is an effective method to improve employability skills by providing youth with jobs so that they can make the connection between what they have learned in school and the workplace. The use of financial incentive, via wage, is a powerful motivator for youth to come to work, arrive on time, be prepared, and remain employed. The program is designed to enhance youth competencies such as work readiness, work ethic, entry-level occupational skills, career awareness, team-building skills and financial literacy with the end goal of preparing youth to obtain self-sustaining employment.

### **Will every business receive a participant?**

Due to budget constraints, the number of youth participating in the program will be limited, therefore there is no guarantee a youth will be placed at every company that completes an agreement. The youth are placed based on their interests, abilities and availability.

### **Finger Lakes Area Service Providers**

#### **Seneca County Workforce Development & Youth Bureau**

**Finger Lakes Works - Seneca**  
1 DiPronio Drive, Waterloo, NY 13165  
315-539-1905  
[www.co.seneca.ny.us/  
workforceyouthbureau.php](http://www.co.seneca.ny.us/workforceyouthbureau.php)

**Ontario County Workforce Development**  
**Finger Lakes Work - Ontario**  
3010 County Complex Drive,  
Canandaigua, NY 14424  
585-396-4020

**Finger Lakes Works - Geneva**  
70 Elizabeth Blackwell Street,  
Geneva, NY 14456  
315-789-1771  
[www.co.ontario.ny.us/workforce/](http://www.co.ontario.ny.us/workforce/)

**Wayne County Workforce Development**  
**Finger Lakes Works - Wayne**  
1519 Nye Road, Lyons, NY 14489  
315-946-7270  
[www.co.wayne.ny.us/departments/workdev/  
workdev.htm](http://www.co.wayne.ny.us/departments/workdev/workdev.htm)

**Yates County Workforce Development**  
**Finger Lakes Works - Yates**  
417 Liberty Street, Suite 2021,  
Penn Yan, NY 14527  
315-536-5140  
[www.yatescounty.org/display\\_page.asp](http://www.yatescounty.org/display_page.asp)

**Finger Lakes  
Workforce Investment Board, INC.**  
41 Lewis Street, Suite 104, Geneva, NY 14456  
315-789-3131  
[www.fingerlakesworks.com](http://www.fingerlakesworks.com)

# Youth Work Experience Program



## Employers Making the Difference





### **Specific Objectives for the Youth Work Experience Program are:**

1. To provide youth the opportunity to acquire work experience, occupational skills and develop responsible work habits.
2. To assist youth to earn money for education and personal expenses.
3. To encourage youth to complete school or enroll in supplementary or alternative school programs.
4. To provide useful services and improvements for our community.

**Be a “Dream Catcher” ...  
Invest in Tomorrow’s  
Workforce**

### **Employer Benefits:**

- Help develop our workforce and provide a meaningful experience to youth.
- Participant wages, worker’s compensation and unemployment insurance is paid for through federal and state funding.
- Opportunity to hire the participant at any time during the program, which provides an opportunity to prescreen and train candidates before they are hired.
- Participants are expected to comply with all company policies and procedures that are required of all other employees.

“When we seek to  
discover the best in  
others, we somehow bring  
out the best in ourselves.”  
William Arthur Ward

### **Employer Responsibilities:**

- Interview youth and provide an orientation for the youth at the beginning of the program.
- Provide a meaningful work experience and adequate supervision for the youth.
- Allow the youth to attend periodic educational programs.
- Complete a bi-weekly timesheet and a periodic evaluation.
- Complete a survey at the end of the program to help us continuously improve the program.

