



WorkSource Summer Success Frequently Asked Questions

1. Who is eligible?

A. Youth ages 14-24 are eligible. WorkSource has approximately 200 - 230 work experience opportunities to be filled on a first come, first served basis. Eligibility is income based; parents or guardians must provide proof of family income.

2. What documentation do I need?

A.

- Social Security Card
- Birth Certificate **OR** Driver's License, Federal, State, or Military ID
- Alien Registration Card or U.S. Natural Certificate, **if you are not a U.S. Citizen**
- Printout/Record from Department of Children & Families, **if receiving Cash Assistance/Food Stamps**
- Most recent tax return **OR** Most recent pay stub and valid proof of any other household income.

3. How many hours a week will I work?

A. Approximately 20 hours; schedules and hours will vary by worksite.

4. What will I earn?

A. The equivalent of \$7.25 per hour (Florida's minimum wage as of July 24th, 2009). Some sites may pay a stipend up to \$145 (a flat rate per week).

5. What is the commitment?

A. The program is up to six week in duration; dates vary, however, June 21- July 30 is typical for most programs. Youth must commit to starting work on Monday, June 21.

6. How do I get paid?

A. Youth will complete a timecard/timesheet each week, which is required for bi-weekly pay. Checks will be distributed at your assigned worksite.



7. What kind of work will I do?

A. Work varies from project to project. The worksite supervisor will explain the nature of the work and provide training and supervision.

8. What if I have a disability?

A. When you come in to WorkSource to submit your documentation, you may disclose any disability you think may impact your ability to participate. WorkSource will try to find work that is suited to your physical or cognitive abilities.

9. How do I apply?

A. 1. Each applicant must take an electronic survey to answer questions about eligibility. If deemed eligible;

2. You will select a program of interest, and fill out the application for the program.

4. Applicants will receive an email with a date, time and location to provide eligibility documentation.

5. If you're eligible, you will receive an email directing you to the online orientation that must be completed and signed by June 21st.

10. When will I know if I am accepted?

A. You will be notified by email. If you have not been contact by a WorkSource representative by June 11th, there are no positions available for you.

11. Who will be my supervisor?

A. You will receive worksite information via email by June 16th.

12. Will I be able to change jobs/worksites?

A. You cannot be moved from jobs/worksites. WorkSource will select someone from the waiting list to replace youths who choose not to work at their assigned jobs.

13. How will I get to the job?

A. Youths who do not have transportation will receive monthly bus passes, vouchers, or other modes of transportation will be provided at no cost. You will be responsible for finding the route that will get you from home to the work site.



14. Can I be fired?

A. Yes. Youths are expected to conduct themselves professionally and follow the directions of the site supervisor. Appropriate dress code standards for the job will be enforced. You will be evaluated on attendance, performance, and attitude. Poor attendance, inappropriate dress or conduct may be grounds for dismissal from the program and may impact eligibility to participate in future WorkSource programs.