



# ***SUMMER JOBS REGISTRATION INFORMATION BOOKLET***



**YouthWorks** is a service of the Mayor's Office of Employment Development, the Baltimore Workforce Investment Board Youth Council and multiple workforce partners.

Mayor's Office of Employment Development  
101 W. 24th Street  
Baltimore, MD 21218  
Phone: (410)396-5627  
Fax: (410)467-7869  
Email: [acole@oedworks.com](mailto:acole@oedworks.com)  
Email: [swhalen@oedworks.com](mailto:swhalen@oedworks.com)

**YouthWorks 2010**  
**“Summer Jobs Launch Careers”**

101 West 24th Street  
Baltimore, MD 21218  
(410) 396- JOBS (5627)

**Website: [www.oedworks.com](http://www.oedworks.com)**

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# YouthWorks

Thank you for your interest in participating in **YouthWorks 2010**, Baltimore City's Summer Jobs Program. YouthWorks is an annual workforce development project endorsed by the Mayor, City Council and the Baltimore Workforce Investment Board and its Youth Council.

The **YouthWorks** Summer Jobs Registration Information Booklet is designed to provide you with information about dates, times and locations, job readiness workshops, and application distribution sites. Please read all information provided in this booklet to learn more about what is required during each phase of the registration process. For more information, contact the **YouthWorks** Program office at (410) 396-JOBS (5627).

**YouthWorks** provides an opportunity for young people to learn about careers in our region's high-growth industries and to prepare for 21st century jobs.

Administered by the Mayor's Office of Employment Development, Career Development Services Division, the program seeks to secure employment opportunities for Baltimore City's young people ages 14-21.

**IMPORTANT**  
Application deadline is **MARCH 12, 2010**.  
This is the last day to register for a  
summer job.

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## Job Readiness Training

**Monday, March 29th through Thursday, April 1st**

### Providers and Youth Opportunity Sites

Baltimore City Career Academy  
101 W. 24th Street  
Baltimore, MD 21218  
(410) 396-7454

Mayor's Office of Employment Development  
Career Development Services Division  
101 W. 24th Street  
Baltimore, MD 21218  
(410) 396-5627

Youth Opportunity  
Community Center—East (HEBCAC)  
1212 N. Wolfe Street  
Baltimore, MD 21213  
(410) 732-2661

Youth Opportunity  
Community Center—West  
1510 W. Lafayette Ave.  
(Use Gilmore St. Entrance)  
Baltimore, MD 21217  
(410) 545-6950



*YouthWorks 2009 Career Fair*



*YouthWorks 2009 Worksites*

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## Job Readiness Training

**Monday, March 29th through Thursday, April 1st**

All youth 16 years of age and older must attend the Job Readiness Workshop or receive certification from their school that they are job ready. Once the youth has completed the workshop he/she will receive a certificate of completion, and will be selected for interviews with private sector employers. Only youth who have completed the training workshop or have school certification will be permitted to schedule interviews with private sector employers.

If you are interested in receiving job readiness training, please be sure to check the appropriate box on the registration form. You will be notified of your scheduled training.

For further information, contact the YouthWorks Office at (410) 396-JOBS (5627).

## Job Placement

Throughout the months of April, May and June, youth 16 and older will have the opportunity to be matched with available jobs in the private sector. Wages and number of hours worked will vary depending upon the job and the need of the employer. The younger youth (14 and 15) will be placed in public sector positions based upon registration date, skills, and location. These jobs will be six weeks long. Youth will work 30 hours per week (6 per day) and receive minimum wage (\$7.25 per hour). Youth accepting these positions are required to remain at their designated worksite during non-paid lunch hour.

**If youth are unable to accept any position offered for any reason, our office must be notified immediately at (410) 396-JOBS (5627).**

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The **YouthWorks** Summer Jobs Program exposes young people to the workplace, enhances academic skills and increases marketable skills to help them make informed career decisions.

Participants learn the value of earning their first paycheck which encourages them to build strong work ethics and a pathway to productive employment.

Research shows that youth who work part-time and during the school year and participate in summer jobs have a greater attachment to the labor market after graduation and earn higher wages than those who did not work. Research also shows that youth participation in employment programs contributes to a safer environment and a reduction in high-risk behavior. Young teens generally have a difficult time finding employment on their own, but thanks to Baltimore area employers who support the **YouthWorks** program, more young people are employed each summer and begin pursuing promising careers.



