



## Future Workforce Programs Q & A

### What is the Youth Employment and Learning Program?

- a. This is a career preparation program that provides high school students (14+) with subsidized work experiences. A strong component of the work experience is a learning and “job-readiness” component. The learning component is geared around specific “career competencies,” relating to aptitude in basic skills, computer skills and customer service as well as job-readiness competencies such as resume-writing, interviewing skills and “musts” for job retention.

Historically, this is a 6-week summer program that can impact well over 1,000 young people each summer, the Youth Employment and Learning Program is developing Year-Round programming as well.



### 2. How is this program funded?

- a. Historically there have been federal funds to support these types of programs, however, these funds are no longer readily available. In 2008, the Summer Youth Employment and Learning Program was funded by the State of Connecticut, the City of Hartford, Private and Corporate Foundation contributions. These funds need to be sought each year through extensive advocacy initiatives.

### 3. Is this a summertime program only?

- a. Historically yes, but year-round components has been developed, and over 300 students received services in the 2007/2008 school year..

### 4. Is this a “Hartford Only” program?

- a. Generally, no – it is regional impacting communities throughout North Central Connecticut including the cities of New Britain, East Hartford and Bristol. Though, it is important to note, that all is depending on funding. If for example, Capital Workforce Partners can only identify funding from the City of Hartford and fails to procure federal, state or foundation funds, than the program would only be designed for Hartford. To see the regions that Capital Workforce Partners serves, click here:



[http://www.capitalworkforce.org/ctworks/regions\\_w\\_map.shtml](http://www.capitalworkforce.org/ctworks/regions_w_map.shtml)

### 5. How can my child or grandchild sign up?

- a. This program may carry certain family income restrictions in order to qualify. The best way to identify if your child or grandchild is qualified is to ask his or her school administrator. For the Summer Program, you can visit our website in February / March to review the Application Package. For year-round activities, we will also include information on our website [www.capitalworkforce.org](http://www.capitalworkforce.org) as it is made available.

**6. I keep hearing about “Tiers” in this program. What are Tiers?**

- a. Tier I is traditionally designed for the youngest students, ages 14-15. This “Tier” is strongest in learning and development components of the work experience. Tier II is the next level – adding more “real work and job-readiness components to the work experience. Tier III is often comprised of high school juniors who have already experienced this type of program and are further developed and Tier IV – are those ready to enter the *CareerConnections*<sup>IV</sup> program and to seek out partially or unsubsidized “work and learn” experiences.

**7. How can Service Providers participate in this program?**

- a. Each year there is a Request for Proposal (RFP) process to engage new and previously engaged service providers to oversee subsets of youths in the summer, 6-week long program. The summer program RFP process usually begins in February / March. The process for procurement of year-round providers will be noted in the [www.capitalworkforce.org](http://www.capitalworkforce.org) website in the Service Providers portal.



**8. What is the “learning” part of this program?**

- a. Learning components of the work-based experienced are developed in relation to a set of standardized “Career Competencies” that Capital Workforce Partners has developed with input from business, education, civic and community leaders in the region with the counsel of nationally-regarded workforce development professionals. To see the competencies, visit:

<http://www.capitalworkforce.org/partners/documents/CAREERCOMPETENCYSTANDARDDREVISED.pdf>

**9. What kind of jobs can students get?**

- a. Work experiences vary from working in outdoor maintenance, landscape and garden environments, to manufacturing floors, to small businesses and office complexes. Students will be matched to the workplace based on their interests and the availability of worksites from which to choose.



**10. When and where should students / parents look for the new applications for summer youth employment?**

- a. Parents and students should proactively seek the applications in late February or early March through their school career guidance centers and via our website at [www.capitalworkforce.org](http://www.capitalworkforce.org). As year-round activities are made available, information will also be available at these two sources.