



LYNN SUMMER YOUTH EMPLOYMENT PROGRAM

Program Information

1. Program runs 6 weeks from **July 8, 2024 – August 16, 2024.**
2. Youth Workers will earn \$16.25 per hour.
3. Maximum number of hours for work is 26 hours per week for 6 weeks.
4. Email is the primary means of communication. **CHECK YOUR EMAIL.**

Program Requirements

1. Youth Workers must be 16 years old by the start of the program. Youth Workers cannot be older than 21.
2. Youth Workers who are 16 and 17 years old will be required to obtain a Work Permit from a Lynn Public High School (even if you attend a private school).
3. Deadline to submit this application is **May 24, 2024.**
4. Youth who are interested in an Outdoor Work Crew Supervisor position must submit a resume.
5. Youth who are interested in the DPW Park Counselor or DPW Special Needs Camp Counselor position will be required to provide 3 references.

Application(s)

1. Complete the City of Lynn Summer Youth Employment Application, **starting April 22**, at: www.lynncommunitydevelopment.com
2. If you are a Lynn Public School (LPS) or KIPP student, or a graduate from an LPS or KIPP High School within the last two years, you must **ALSO** complete the online Youth Works Application at:
3. https://docs.google.com/forms/d/e/1FAIpQLSfDhCf7hzK_sCsyX-IXWI_A-Of6yP5SJmHonuTUV-6k2SFcQ/viewform
IT IS IMPORTANT FOR YOU TO TELL US AS MUCH ABOUT YOURSELF TO FIND THE BEST JOB FOR YOU.
4. Email the completed application to syep@lynnma.gov

Orientation

1. All applicants **MUST** attend an **Orientation** and bring required documentation.
2. Sign-up for an Orientation time using the Sign-Up Genius link on the application.
If you **DO NOT** complete the application, you will not be allowed to attend an Orientation

Required Documentation to bring to the Orientation

1. A copy of your **Birth Certificate or US Passport**
2. A copy of your **Social Security Card**
3. A Work Permit if you are under 18, per the Commonwealth of Massachusetts, is required. When you are hired you will be given a “Work Permit Application” to complete and bring to a Lynn Public High School where they will issue you the official Work Permit. You will then need to submit the Work Permit to Community Development. (You do not need to be a Lynn Public High School Student to obtain a Work Permit from a Lynn Public High School.)
4. **A bank account is NOT required.** If you would like to receive your salary via direct deposit, you will need to provide proof of your bank account. Proof of your bank account can be a direct deposit letter from your bank, a bank statement or a screenshot of your online account showing your name, the bank name and your account number. You cannot use a parent’s bank account, Cash App or a Venmo account.