

# Employers Wanted



## **What is the Youth Employment Project (YEP)?**

The Youth Employment Project is an opportunity to assist young adults in finding employment. Services to young adults through YEP include assistance in resume creation, job search, preparing for interviews as well as additional education in soft skills, customer service and money management.

## **Seeking Employer Partners!**

The WA is seeking employer partners to develop work experiences that match a young adult's career interest or academic goals. The WA will provide support to the employer to prepare for the young adult and coordinate with a designated Career Coach to establish goals and expectations during the placement.

## **Why is it important to hire young adults?**

Work experience opportunities provide exposure to the workplace, instill leadership and soft-skills, and prepare young adults for success in the local, regional, and global economy. Studies show that work experience increases academic achievement and career planning. The work experience is about more than job placement. Young adults learn workplace ethics, financial literacy and long-term career opportunities.

## **What are the benefits to Employers?**

Employers who take part in YEP benefit by filling needed positions, diversifying their workforce, as well as giving employees the chance to mentor a young adult. Employers who hire YEP participants are also helping to train the next generation of the workforce. Young adults will be required to earn a Youth Essential Skills Certificate through workshops and coaching prior to placement.

## **Youth Essential Skills Certificate**

The WA supports young adults in finding employment by assisting with the creation of resumes, searching for jobs, and preparing for interviews. WA recognizes that young adults entering the workforce may need additional education in soft skills, customer service and money management prior to obtaining employment.

To help address the issue of "soft skills" or work ethic, YEP will provide a Youth Essential Skills Certificate. The curriculum is designed to teach business etiquette, customer service, money handling and address the unspoken rules of the workplace. Young adults will earn the Certificate after completing a series of four workshops at the Wichita Workforce Center. Workshops begin in April and include:

- Essential Skills
- Customer Service
- Job Fair Etiquette
- Financial Literacy

Young adults who have earned a Youth Essential Skills Certificate are eligible to register for work experience. Young adults interested must register and if eligible will receive an interview. Based on the information obtained, a Career Coach will be assigned and a customized employment plan will be created with goals identified to address the following:

- Career Goals/ Exploration
- Barrier identification and support
- Placement in work experience site
- Communication with Career Coach and work site mentor/supervisor

## What is the cost to the Employer?

There are five options for employers who want to participate in YEP. Typical employer cost is \$3,000 with for a young adult working up to 20 hours per week over an eight week period. The time frame and wages for the placement can be modified to match the need of an employer.

### 1. **Company creates paid high school internship**

The company hires young adults into an internship centered on a specific occupation, industry or company. The student is paid directly by the company or through employer of record. Typical placements are 3-6 weeks and 20 hours per week ranging from May to August

### 2. **Company hires young adults as part-time or seasonal employees**

Company hires young adults in seasonal or part-time jobs that commonly exist within the business. The student is paid directly by the company or through employer of record. Typical placements are seasonal or part-time, and can extend beyond the summer.

### 3. **Company hires recent graduates into full-time positions**

Company hires recent graduates into full-time jobs within the business. The student is paid directly by the company or through employer or record.

### 4. **Company hosts an unpaid high school intern during the academic year.**

The Company provides a structured environment for a high school student to gain work experience and credit during the academic year. These opportunities must be coordinated with the school district.

### 5. **Company sponsors a youth worker**

This is an option for those businesses that are not ready or cannot have a young adult at their place of business. The typical cost is \$3,000 per young adult and the Workforce Alliance will use the funds to place a student with a local non-profit or public sector employer. The WA is a 501(c)3 Not For Profit Organization, and the contribution is tax deductible.

In addition to the options above, employer partners are encouraged to designate a 'Champion' within the organization to ensure the success of the youth. This person will be the main point of contact for the WA as well as the following:

- Meeting with work experience coordinator to map out the process and develop a job description
- Training, guiding and mentoring the young adult
- Communicate with WA in regards to progress and any issues with the young adult
- Providing a meaningful work experience that allows young adults to not only complete required tasks, but to also learn about the business and industry more in depth
- Offer feedback to the WA to help improve the program for future champions, employers and young adult participants

## How can employers hire a young adult through YEP?

Employers interested in the YEP should contact:

Chelsea Daniel  
316-771-6622  
cdaniel@workforce-ks.com



## More information?

For more information on the YEP or the Workforce Alliance, visit [www.workforce-ks.com/yep](http://www.workforce-ks.com/yep).

Equal Opportunity Employer/Program – Auxiliary aids and services are available upon request to individuals with disabilities. Any individual with a disability may request accommodations by contacting the Workforce Centers at 316-771-6800, TDD: 711 or 1-800-766-3777, or admin@workforce-ks.com.