

If you are 14 or 15, you must follow the 2017 timeline below for Summer Employment

1 Apply Online

Apply online at
www.summeryouthemployment.org
 Between February 20th – March 24th

No applications will be accepted past the deadline

Residents outside the City of Rochester must meet 200% of Poverty Income Guidelines (this information can be found on our website)

2 Supporting Documentation

All Students are required to bring a photo copy of the following list of **Supporting Documentation** to the **locations on the given dates and times listed below**. Please do not mail or fax supporting documents, they will not be accepted.

- Photo ID
- Your **signed** social security card
- Your work permit (all applicants must be at least 14 years of age by May 31, 2017)
- Most recent report card
- Application Signature Report

Drop off Dates: February 23 rd – March 24 th	Recreation Administration Office located at 400 Dewey Avenue, Rochester, NY 14613 Monday, Tuesday, Thursday & Friday 2 pm – 6pm No documents will be collected on Wednesdays.
Drop off Dates: March 27 st – March 31 st	Danforth Community Center located at 200 West Avenue, Rochester, NY 14611 Monday, Tuesday, Thursday & Friday 2 pm – 7pm No documents will be collected on Wednesdays.

3 Parent Orientation

Parent/Guardian is invited to a **Mandatory One-hour Parent Orientation** at East High School, 1801 East Main St, Rochester, NY 14609. RSVP is not required. Parent/Guardian can attend one of the days listed below. **Late arrivals will not be allowed to enter.** Though encouraged, youth are not required to attend.

Wednesday, February 22, 2017	6 pm – 7 pm
Wednesday, March 08, 2017	6 pm – 7 pm (English and Spanish)
Wednesday, March 22, 2017	6 pm – 7 pm (English and Spanish)
Wednesday, March 29, 2017	6 pm – 7 pm

4 Provider Fair

All eligible students are required to attend the Mandatory Provider Fair. Invitations to this event will be emailed to eligible students.

5 Interviews

All eligible youth will be contacted late May regarding an interview and their next steps.