



THE GEORGETOWN PROJECT
Leaders In Youth Development Since 1997

Summer Youth Employment Program

2024 FACTS

★ **What is the Summer Youth Employment Program?**

The Summer Youth Employment Program is an eight-week paid summer internship that offers valuable work experiences in entry-level employment positions. For over a decade, The Georgetown Project has collaborated with local businesses and nonprofits to provide high school students in Georgetown with job readiness training and a safe, supportive employment experience as they enter the workforce.

★ **Who are the SYEP business partners/work sites?**

A few of the local businesses we have worked with are The City of Georgetown (Various Departments), Georgetown Animal Shelter, Williamson County Animal Shelter, The Georgetown Palace Theatre, Simple Sparrow Care Farm, Sugar Mommy's Bakehouse, TASUS Texas, First Texas Bank, to name a few. We are still connecting with new partners for 2024.

★ **When is the deadline to submit a SYEP application?**

Applications may be submitted from January 15, 2024 to March 15, 2024. We strongly recommend to turn in applications before the deadline date.

★ **Do I need to turn anything else in with my application?**

Just the application with references, initially. If selected for an internship, you have a form of identification (school ID card, Social Security card, state/government ID card, etc.) that is necessary to complete an IRS W9 form.

★ **When will I be notified if I have been selected to participate in SYEP?**

You will be notified by April 15, 2024, if you are selected. The SYEP internship starts on June 10, 2024. We will also let you know if there are additional requirements for your job site.

★ **How do I apply for SYEP?**

Applications will be available on January 15, 2024

An application can be downloaded or printed from The Georgetown Project website at <https://georgetownproject.org/summer-youth-employment-program-syep>. Please call 512-943-0074 or email syep@georgetownproject.org if you need a hard copy.

★ **Where do I submit my application?**

Completed applications can be scanned and emailed to syep@georgetownproject.org, returned in person, or mailed* to:

The Georgetown Project Main Office
2308 Old Airport Road
Georgetown, TX 78626

**mailed applications must be postmarked by March 15, 2024*

★ **How do I qualify for SYEP?**

You must be currently enrolled in high school in Georgetown and at least 16 years old by **June 1, 2024**. There are a few select internship sites that require interns to be 18 years only by **June 1, 2024**.

★ **How will SYEP applicants be selected?**

The number of SYEP internships is limited; therefore, priority will be given based on an assessment of need, references, and a few brief essay questions. The Georgetown Project will select participants.

★ **Do I have to pay any fees to apply for SYEP?**

No. There are no fees to participate. You will be responsible for your transportation to and from work and your meals. These will be your only out-of-pocket fees. The Georgetown Project can assist with food and clothing to fulfill SYEP duties.



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★ How much does SYEP pay?

SYEP 2024 interns will earn \$12.00 per hour and may work an average of 20 hours per week.

★ When will SYEP officially begin?

The SYEP paid employment internship will begin on June 10, 2024, and end on August 2, 2024. You are **required** to attend Job Readiness Training on June 3 -4, 2024, from 9:30 am-1:30 pm. You will be paid for both days. Students may begin work following training.

Work schedules will be coordinated between SYEP Interns and Work Site Supervisors to which they are assigned.

★ What happens when the program is over?

At the end of SYEP, we celebrate with parents and site supervisors celebrating your success and achievements.

The date of the SYEP Celebration is to be determined.

★ Dates to Keep In Mind:

- Jan. 15, 2024- SYEP Application Available
- Mar. 15, 2024- SYEP Application Deadline
- Apr. 15, 2024- Selected SYEP Interns will be notified
- May 15, 2024- SYEP Parent Night
- Jun. 3 & 4, 2024- Job Readiness Training: SYEP Bootcamp
- Jun. 10, 2024- First Day of Work
- Aug. 2, 2024- Last Day of Work
- TBD- SYEP Celebration

★ How will I be paid?

SYEP interns will be paid twice per month on the 1st and 15th. A time sheet will be completed by the SYEP intern, approved by the Work Site Supervisor, and submitted to The Georgetown Project electronically. Checks will be mailed to address provided by interns.

★ Will I work weekends and /or overtime?

Work on the weekends is permitted if agreed to by the Work Site Supervisor.

Overtime is not permitted. Interns can work an average of hours a week but no more than 40 hours in a work week. Some weeks may go over and some under, but never over 40 hours. The maximum number of hours per intern is 160.

★ For more information, please contact:

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or
The Georgetown Project
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