

Youth Employment Program



Chautauqua Works
americanjobcenter®

Equal Opportunity Employer/Program. Auxiliary aids and services are available upon request to individuals with disabilities.

What is the Youth Employment Program?

The Youth Employment Program provides subsidized job opportunities for youth ages 14 to 20 who meet eligibility guidelines and can provide required documentation. Youth are placed on jobs in the private, public and non-profit businesses during a 12 week period.

ARE YOU ELIGIBLE for the Youth Employment Program?

Income: Does your family receive Medicaid, SNAP Benefits, Family Assistance, SSI or HEAP?

Age: Are you between the ages of 14 and 20?

Residence: Do you reside in Chautauqua County?

If you answered "yes" to these questions, you may qualify for the **Youth Employment Program.**

If your family does not receive Medicaid, SNAP Benefits, Family Assistance, SSI or HEAP), you may still qualify based on household size and yearly income as indicated below:

HOUSEHOLD SIZE	YEARLY INCOME
1	\$29,160
2	39,440
3	49,720
4	60,000
5	70,280
6	80,560
7	90,840
8	101,120

For family units with more than eight members add \$10,280 annually for each additional family member.

How do I apply?

Applications are available now! If you are interested in applying for the Youth Employment Program, prior to the applications being released, please contact us at Chautauqua Works (716) 661-9553 and ask to be placed on the waiting list. We can mail the application to you to complete and return to us.

In the Meantime...

Start collecting the required information you will need to participate in the program.

What will I need?

You will need identification. If you don't already have identification as listed below, start working now to obtain it. The identification you will need is as follows:

Employees may present **one** document from **List A** OR a combination of **one** document from **List B** AND **one** document from **List C**.

List A

- US Passport

List B

- Driver's license or ID card issued by a State or outlying possession of the United States provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address
- ID card issued by federal, state or local government agencies or entities, provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address
- Current school ID card with a photograph

List C

- A Social Security card
- Original or certified copy of birth certificate issued by a State, county, municipal authority, or territory of the United States bearing an official seal

How can I get these forms of Identification if I don't have them?

Below is information on how to obtain important documents if you do not already have them.

Social Security Card

ssa.gov/ssnumber



NYS Non-Driver Photo ID card

dmv.ny.gov/id-card/get-non-driver-id-card-ndid



NYS Birth Certificate

health.ny.gov/vital_records/birth.htm



You will need working papers.

If you are **aged 14-17** you will need an employment certificate, also called working papers, in order to hold a job in New York State. If you don't already have working papers and if you are in school, go to your guidance office and ask for a working papers application. If you are not in school, go to the nearest school by where you live. That school is required to give you an application. To find out more information on working papers, go to:

dol.ny.gov/working-papers



For More Information Contact:

Chautauqua Works
4 E. Third St., Suite 102
Jamestown, NY 14701

Sophia Simons (716) 397-5903
Megan Hall (716) 969-4988

