

2018 Refugee Summer Youth Employment Program

Guidelines and Expectations

- All interns must be age 16 or older on May 1, 2018
- All interns must be refugees

- All interns must attend work as assigned (20 hours per week)
 - Arrive to work on time
 - Work entire scheduled shift
 - Let supervisor know in advance of days off needed
 - Let supervisor know if you have a transportation issue or family emergency that will result in missing work or arriving late
 - Complete time sheet every day when you arrive and leave work

- All interns must attend all mandatory trainings
 - Friday June 8, 2018 10am-4pm
 - Friday June 22, 2018 9:30am-11:30am
 - Training #3: Date to be determined
 - Training #4: Date to be determined

- All interns must participate in 6-month follow up questionnaire