



Education and Training

615 Stedman Street, Ketchikan, Alaska 99901

Phone (907) 228-9365 Fax 1-800-727-2091

SUMMER YOUTH TRAINING AND EMPLOYMENT PROGRAM PARTNER ORGANIZATION INTEREST APPLICATION

Thank you for your interest in partnering with KIC's Summer Youth Training and Employment Program (SYTEP)! We are excited you are considering providing on-the-job opportunities for youth ages 14-18. We are seeking businesses and organizations committed to supporting career development for young people in our community. **SYTEP will begin June 16th and end August 8th.**

Please note the following change for the 2025 program: We are not able to partner with departments or organizations that require a background check for new employees. Due to the short length of our program, we are unable to accommodate this requirement at this time.

We believe youth who learn positive workforce behaviors early on are able to gain and retain employment in the future. Supportive working atmospheres enable students to attain appropriate skills and attributes that have the potential to change their entire career pathways. We at KIC are pleased to offer the opportunity to local businesses to become a positive force for the future of our youth.

With your commitment, KIC offers partners youth employees for up to 30 hours per week. We created this scale based on our knowledge that while youth like to work and earn money they also like to enjoy their break from school. We cannot consider any employment opportunities over 30 hours per week.

We understand the value of your commitment to community youth and are excited to partner with you to benefit both the youth and your business during these busy summer months.

In order to ensure youth worker success, KIC and its partners have the following roles:

| Ketchikan Indian Community's Role: | Partner Organization's Role: |
|---|---|
| <ul style="list-style-type: none"> ▪ Serve as employer on record and pay youth hourly wage from \$20 per/hour ▪ Submission of youth work permit and keep record on file ▪ Provide management and oversight of summer youth program ▪ Assist with youth development ▪ Assign a supervisor to mentor and oversee youth's work assignments ▪ Provide on-going feedback on youth worker progress ▪ Provide training for youth throughout program as allowable with youth work schedule ▪ Approve work plans with partners and provide on-site evaluation of youth | <ul style="list-style-type: none"> ▪ Assist with youth development <ul style="list-style-type: none"> ▫ Assign a supervisor to mentor and oversee youth's work assignments ▫ Provide on-going feedback on youth worker progress ▫ Contact SYTEP staff if there are any concerns with youth worker ▪ Enable KIC staff to complete on-site evaluations of youth ▪ Submit final evaluation of experience by August 8th, 2025 |