



## Mayor Lee Harris' Summer Work Experience FAQ's

**Q: Who is the program contact? – or – I missed a call or received a text from someone – who was it?**

**A:** Moira K. Tescher, Public Policy Fellow in Mayor Lee Harris' Office of Education. Her office phone number is 901-222-2054. She will return calls within 48 business hours.

**Q: What is the website address where I apply and when can I apply?**

**A:** Apply at [www.shelbycountyttn.gov/youth-jobs](http://www.shelbycountyttn.gov/youth-jobs) from Thursday, March 11<sup>th</sup>, 2021 – Friday, April 9, 2021

**Q: What are the dates of the program?**

**A:** Monday, June 7, 2021 through Friday, July 31, 2021. Mandatory HR onboarding will take place in May, with both virtual and on site options.

**Q: How do you select who gets a job placement?**

**A:** We take all of the eligible applications and conduct a random lottery.

**Q: What does the program pay?**

**A:** Pay is \$12 per hour.

**Q: Where will I be working/where are the sites I could be placed for the summer?**

**A:** Youth will be placed in Shelby County Government offices. In most cases, we do not match youth by preference. You are welcome to share your preferences on the application in your response to the last question on the form. However, we do not make any promises for preference requests due to the volume of hosts and applications.

**Q: What are the hours of the program?**

**A:** Hours are 8:30 am to 4:30 pm, Monday through Thursday. Lunch is one hour and unpaid. Friday is a half day, 9:00 am – 12:00 pm, for paid professional development coordinated by Shelby County Government. Participants can expect to work approximately 32 hours per week.

**Q: How will I get notified if I get a spot in the program? Do I have to confirm with someone?**

**A:** Applications close on Friday, April 9<sup>th</sup>. In April, the Mayor's office will be calling and texting the names selected in the lottery to participate. Selected participants will have 48 hours to respond to the Mayor's team or we will call the next eligible name on the list.

**Q: Will I get notified if I don't get a spot in the program?**

**A:** No. The final list of names will be on the "For Youth" website on the "Youth Jobs" page no later than April 30<sup>th</sup>.

**Q: Is it possible that spots will open up later this spring or after the program begins?**

**A:** Yes, and we'll pull names from our alternate list, which will be posted no later than April 30<sup>th</sup>. If an applicant's name is not on the alternate list, it is highly unlikely they will receive a spot at any point for this summer.

**Q: Is transportation provided?**

**A:** No. Youth must secure their own transportation.

**Q: Do I have to have a high school diploma or GED?**

**A:** Yes – or – you must be currently enrolled in high school or a GED equivalent program.

**Q: I don't have a college degree and I'm not enrolled in any education programs. Can I still apply?**

**A:** Yes, as long you have a high school diploma or GED (or are currently enrolled in a program), and you're between the ages of 18 and 24 (and will not turn 25 before July 30<sup>th</sup>) you should still apply.

**Q: I applied for Shelby County Board of Commissioners program "Summer Youth Program 2021." Can I still apply for the Mayor's program?**

**A:** Yes. To increase your chances of getting a job this summer you should apply to both if you meet the application requirements. Their application deadline is April 5, 2021. Visit <https://www.shelbycountytn.gov/3279/Summer-Youth-Program-2021> to learn more and apply. Please reach out to their team with any additional questions. Their program email is [scbcryp@shelbycountytn.gov](mailto:scbcryp@shelbycountytn.gov) and their phone number is (901)-222-1000.

**Q: Can I apply for the City of Memphis MPLOY program too?**

**A:** Applications for the City of Memphis MLOY program 2021 have closed. If you applied and have questions, you should call the City of Memphis' Office of Youth Services at (901) 636-6264. The website is <http://cityofmemphis youth.org/moys/mploy-youth/>.