

Common SummerWorks Questions and Answers:

1. **Is there a deadline to submit applications online?**
 - a. Yes. New applications will not be accepted online after May 25, 2018. Youth may still drop off documentation after deadline has passed.
2. **How will I know if I got a job?**
 - a. ABCD will contact you by email and/or telephone.
3. **When will SummerWorks start?**
 - a. Tentative start dates are set for June 25 – August 10. However, this might change.
4. **How much do I get paid?**
 - a. Youth are paid \$11.00 an hour.
5. **How many hours a week do I work?**
 - a. Youth work 20 hours maximum a week.
6. **How often do I get paid?**
 - a. Youth are paid on a biweekly schedule.
7. **How is eligibility determined?**
 - a. Eligibility is determined based on review of the application and supporting documents listed on the Checklist.
8. **How are youth chosen to be hired?**
 - a. Eligible youth are placed in a lottery. Eligibility is determined based on review of the application and supporting documents listed on the checklist. Incomplete applications cannot be assessed for eligibility, and therefore will not be entered into the lottery. Ineligible youth are not entered into the lottery.
9. **When will the lotteries be held?**
 - a. The lottery dates have yet to be determined. Please check back regularly. Once the dates have been established, they will be posted here.
10. **I wanted to make a change to my application, but the system won't let me. Why not?**
 - a. Once the verification process of your application begins by our ABCD staff, edits to the application cannot be made by the applicant. Call your local **neighborhood ABCD site** or 617-348-6548 for assistance making the change.
11. **I submitted my application online. What happens next?**
 - a. Your application still is not complete! Your application will not be complete until you have brought ALL of the following to an **ABCD neighborhood site** or to 178 Tremont Street:
 - i. Printed and signed your application
 - ii. If you are under the age of 18, your application must also be signed by a parent or guardian
 - iii. Printed and completed your CORI
 - iv. If you are under the age of 18, your CORI must also be signed by a parent or guardian
 - v. Submitted all of the documents listed on the **Checklist**

- b. Upon submitting all of the above, your application will be reviewed for completeness and eligibility. You may check the status of your application by logging into your account at **summerworks.net**. Please allow a minimum of two weeks processing time.
- 12. How do I know if my application is complete?**
- a. You may check the status of your application by logging into your account at summerworks.net and by checking your email. Please allow a minimum of two weeks processing time.
- 13. Will there be jobs available in the school year?**
- a. School year jobs depend on funding. Please check back here for updates. Or call Youth Services at 617-348-6548 for assistance.
- 14. Why do you require so much paperwork to apply?**
- a. SummerWorks jobs are subsidized by many different funding sources. In order to get and keep this funding, ABCD must follow certain guidelines.
- 15. What are the hours of a SummerWorks job?**
- a. SummerWorks jobs are for 20 hours a week. The hours vary based on the worksite. These hours will be between 8am and 6p, Monday through Friday. Youth will not be asked to work before 8am, after 6pm, or on the weekend. Hired youth will find out where they have been placed and their hours after orientation.
- 16. What are the age requirements of SummerWorks?**
- a. The ages of 14 and 21 years old. Youth must be 14 years old on or before June 25 2018. If you will be turning 22 on or after June 26, you may still apply and be eligible to work.
- 17. Is this application the same as Success Link?**
- a. No. SummerWorks is a separate program and requires a separate application.
- 18. Who pays my wages?**
- a. ABCD pays youth wages.
- 19. Who needs a work permit?**
- a. Youth may not obtain a work permit until ABCD has hired you for a SummerWorks position. Your neighborhood site or YSS will give you the necessary paperwork after you have been hired for a SummerWorks position.
 - b. Youth ages 14 and 15 need a work permit that is signed by a doctor or physician. Youth aged 16 to 18 will need educational certificates.
- 20. Why do I have to fill out a CORI?**
- a. CORIs are a requirement for our job placement process. All youth must complete a CORI.
- 21. Are paper applications available?**
- a. No. If you need assistance completing an online application, please contact your local **neighborhood ABCD site**.
- 22. How do I find out the status of my application?**
- a. You may check the status of your application by logging into your account at **summerworks.net** and by checking your email. Please allow a minimum of two weeks processing time.
- 23. Is SummerWorks just a summer job?**
- a. No! SummerWorks more than just a summer jobs program. It is a youth development program. In addition to working and earning wages, youth in the program will also

develop real life skills, including financial literacy, conflict resolution, and wellness education.

24. What kinds of support are available for SummerWorks participants?

- a. Each SummerWorks participant will have an ABCD Youth Service Specialist (YSS). The ABCD YSS will serve as the liaison between the neighborhood site, worksite, and youth. The YSS will be the youth's go to person for questions, concerns, and general support. Youth will also receive guidance and support from their Worksite Supervisor.