

From: Patrick McCulloch
Sent: Tuesday, February 6, 2024 7:06 AM
To: Elizabeth Izzo; Jared Giordiano; Dawn Scannapieco; Steven Espel; Brian Kozloski
Cc: Marc Mizzell
Subject: Fwd: time to plan for summer employment
Attachments: 2024 Worksite Agreement.pdf

FYI



Begin forwarded message:

From: Rebecca Preusser <rebecca.preusser@sunycgcc.edu>
Subject: time to plan for summer employment
Date: February 5, 2024 at 09:37:49 EST
To: Rebecca Preusser <rebecca.preusser@sunycgcc.edu>

Dear Worksite Supervisor:

The Columbia Greene Workforce Investment Office is beginning the process of recruiting businesses to serve as a host worksite for youth ages 14-20 for the 2024 Summer Youth Employment Program (SYEP.) **At the current time we are unsure if we will have funding to support this program. However, if we don't start the planning process now we will be unprepared to start the program in July.**

If your business serves as a worksite, wages and workman's compensation are paid by Columbia Greene Community College.

Scheduled start date: July 8, 2024

End date: August 16, 2024 (all depends on funding received-could end a week earlier or extend a week)

We understand that there are some circumstances where summer youth may have to start earlier depending on the worksite schedule. Please contact me to discuss the start and end dates specifically.

A youth employment counselor, assigned by our office, will visit your worksite to assist with any concerns, reinforce skill development, and provide job search and career development assistance once a week.

We would kindly request you complete the attached worksite agreement and job description via email, mail or in-person to the Workforce office located at Columbia Greene Community College. A separate job description form is necessary for each position. We ask you to estimate hours based on a 20 hour work week.

Note: youth cannot be placed in positions where they are replacing a laid-off worker. See item number twenty-two on the Worksite Agreement for more details.

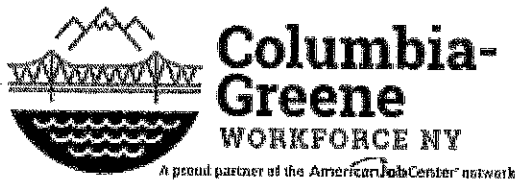
Please call my office at 518-697-6514 or cell at 518-751-6372 if you have any questions or concerns. Thank you for your consideration.

Sincerely,

Rebecca Preusser
Assistant Director
Columbia Greene Workforce New York

Enc.

Rebecca Preusser
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Columbia Greene Workforce New York
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