



The Mayor's Summer Youth Employment Program (MSYEP) is a unique and fun way for youth to develop an array of skills while earning money. The Mayor's Summer Youth Employment Program fosters an environment that teaches work ethics and life skills while also exposing teens to diverse careers.

MSYEP is open to all City of Jackson residents between ages 16 through 24. Must be age 16 by March 8th.

Each applicant may submit only ONE application

All applicants must have a unique Email address and Social Security Number used to identify the applicant.

Instructions:

To apply for MSYEP:

- Visit <http://www.jacksonms.gov/family-and-youth/> for application. Make sure you print, complete and return application to the City of Jackson Department of Human and Cultural Services located at 633 North State Street, Jackson, MS 39202 (4th Floor) Attn: Jasmine Thigpen

The **DEADLINE** for submitting your application is **Friday, March 1, 2024 at 4:30 p.m.**

Interviews will be conducted March 11-15, 2024.

SUBMISSION OF AN APPLICATION DOES NOT GUARANTEE ACCEPTANCE INTO THE PROGRAM.

Selection is contingent upon available positions based on program funding.

***If you are selected for MSYEP you will be notified by the MSYEP staff.
Note: The Following DOCUMENTS must be turned in with application.***

___ Proof of Residency

___ Social Security Card

___ Birth Certificate/Passport

___ Copy of School ID, Driver's License or MS ID

For more information, and if you have questions about completing this form or the required documents, please contact **Jasmine Thigpen at 601.960.0335 or jthigpen@city.jackson.ms.us** and ask about MSYEP.

Information provided may be used by the City of Jackson to improve City services or to access additional funding. MSYEP in NOT a first-come/first-served program.

ALL ACCEPTED APPLICANTS ARE SUBJECT TO A BACKGROUND CHECK & DRUG TEST!!

The Mayor's Summer Youth Employment Program (MSYEP) does not discriminate based on age, race, creed, color, national origin, gender, sexual orientation, or disability. MSYEP will provide auxiliary aids and services, written materials in alternative formats and reasonable notifications in policies and procedures to qualified individuals with disabilities upon request.

The DEADLINE for submitting your application is Friday, March 1, 2024 by 4:30 p.m.

Return to: 633 North State Street, Jackson, MS 39202 (4th Floor) – Attn: Jasmine Thigpen

Name: _____
Last First Middle

Address: _____
Number and Name of Street Apt# Zip Code

Cell Phone: _____ Email Address: _____

Home: _____ Age: _____ Date of Birth: ____/____/____ (Must be age 16 by March 5th)

Gender: _____ (Male or Female)

Ethnicity (circle) (optional): White, Black, Latino, Asian American, Indian, Other: _____

Parent/Guardian Full Name: _____ Daytime Phone: _____

ARE YOU A U.S. CITIZEN: Yes _____ No _____

Income

Number of people in household under the age of 18 _____ over age 18 _____ (including parents)

Education: Please list all schools attended:

SCHOOL NAME	LOCATION	GRADUATED (Yes or No)	DEGREE/DIPLOMA (Yes or No)	DATES ATTENDED
1. _____				
2. _____				

Policy prohibits employment in the same department or position reporting directly or indirectly to relatives. Do you have relatives employed by the City of Jackson? Yes ___ No ___ If so: Name: _____
Department: _____

Work Experience and Interest

Have you participated in the City of Jackson Mayor Summer Youth Employment Program?

Yes ___ No ___ : If so what year(s) _____

Please describe your most Recent job if you have worked before.

Where? _____ When? _____

What skills did you learn at that job? _____

Circle the THREE phrases below that best describe you:

- | | |
|----------------------|----------------------------|
| • High Energy | • Organized |
| • Creative | • Like new challenges |
| • Quiet | • Enjoy meeting new people |
| • Focused | • Prefer more structure |
| • Work best in group | • Like being outdoors |
| • Like being busy | • Work best independently |

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What type of work are you interested in? (See descriptions elsewhere in the packet for more information.) From the following list please WRITE your top THREE preferences in the spaces provided:

- Work with senior citizens
- Landscaping/Maintenance
- Work w/children in daycare
- Science Technology Engineering & Mathematics
- Arts/Theater/Music
- Environmental projects
- Work w/children in camps
- Media/Web production
- Office/Library work
- Community action projects
- Other: _____

1. _____ 2. _____ 3. _____
1st Choice 2nd Choice 3rd Choice

Of the ten types of work listed above, I am NOT interested in doing: _____
If you have a specific worksite request, list it here: _____

Tell us your hobbies, your special skills or something you want to learn—it can help us match you with a job!

What hours can you work _____ Only AM _____ Only PM _____ Either

Will you be enrolled in summer school?
___Yes ___No (Notifying us early will help MSYEP find appropriate jobs)

Are you able to work for the entire eight weeks?
(June-July) ___Yes ___No
If, no what dates will you be absent? _____

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I hereby certify that the information on this application is correct to the best of my knowledge.

X _____
Applicant's Signature Date

I hereby certify that the applicant listed above is a resident of Jackson, MS and has my permission to participate in all activities associated with the Mayor's Summer Youth Employment Program. I also give permission for images/recordings of my child to appear in city publications and websites or program-related media accounts including print, video and internet publications.

X _____
Parent/Guardian's Signature Date

Any falsification of information will result in dismissal from the Mayor's Summer Youth Employment Program, as well as exclusions from future program participation.

For Office Use Only
___Proof of Residency
___ Birth Certificate / Passport

___ Social Security Card
___ Copy of School ID, Driver's License or MS ID