



Eileen Donoghue
City Manager

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TO: Eileen Donoghue, City Manager *EMD*
FROM: Shannon Norton, Executive Director, MassHire Lowell Career Center
DATE: June 10, 2020
RE: M. Leahy - Req. City Mgr. Provide A Report Regarding Available Summer Jobs, Programs and/Activities For The Youth Of Lowell

The MassHire Lowell Career Center operates a summer jobs program each year. This year we have funding from Commonwealth Corporation's YouthWorks program and from the Lowell Police Department's Shannon Grant. The programming is geared to low income at risk youth. As part of the grant agreement with Commonwealth Corporation, 20% of the total participants must be either homeless, in foster care, aged out of foster care, court involved, a gang member, has a disability that requires school accommodations or impacted by COVID 19 (family illness or parental unemployment).

Due to the COVID 19 crisis we have had to alter our plans for the summer jobs program. We do plan to provide services to Lowell youth this summer. The plan is to have three programs.

The first program is geared towards 14-15 year old participants. They will be doing service and project based learning virtually. They will be using YouthWorks Strong project based learning tools facilitated by our staff. We anticipate enrolling 38 youth and they will receive a \$950 stipend for the 75 hours of work on this project.

The second program is Career Pathway and Support. This will be geared towards 17-21 year old participants. They will be using the Creating a Career Path Track in YouthWorks Strong and will be learning Web Design Functions and will receive a certificate as part of this training. This will be done virtually, facilitated by our staff and each young adult will receive a \$1,560 stipend for the 120 hours of work on this career pathway/web design work.

The third program will be Early & Career Trajectory Employment Experiences. This will be geared towards 16-21 year old participants. Forty-two of the participants will be located at worksites such as the Boys and Girls Club, Lowell Housing Authority and our van crew. Social Distancing and PPE rules will be enforced at these sites. Our staff will be monitoring the sites daily to ensure compliance with this. Participants in the worksites will be paid minimum wage and work up to 25 hours a week for six weeks. Another one hundred and forty five participants will participate in virtual career services. They will be using Building a Professional Self Track of YouthWorks Strong. They will receive a stipend of \$1,275 for the 100 hours of programing.

We will purchase “care pack” materials for youth in the Building a Professional Self track so they can have notebooks, headsets, pens, etc to do the programming. We will purchase Chromebooks for the 10 young adults in the Career Pathway program. Laptops will be provided to summer staff so they can facilitate the virtual programming.

We have posted the application process on our website <https://mashirelowellcc.com/summer-work2020/> We will be taking applications starting today and up until we have filled the three programs. There is a video on our site that explains the application process.

Please feel free to contact me with any questions at snorton@lowellma.gov or (978) 805-4816.