

# Community Foundation of Campbellford/Seymour and Northumberland

## *Job Opportunity for Youth Grant Initiative Guidelines*

The *Job Opportunity for Youth* grant initiative was developed in 2012 to address the specific community need of youth employment. This grant initiative enables charitable and not-for-profit organizations to apply for funding to provide summer job opportunities for youth in our community.

The grants aim to support charitable and not-for-profit organizations to complete specific projects that will directly benefit their organization, and to provide youth with employment opportunities by achieving some or all of the following goals:

- Provide opportunities to learn about charitable and not-for-profit organizations
- Develop skills for future employability
- Support an important demographic of our community by providing mentoring and sharing skills, talents, knowledge and professional services
- Link youth to meaningful economic opportunities that will help create stronger and more connected communities
- Provide opportunities to build connections with employers

### **Eligibility Criteria Checklist:**

- The student must be someone currently enrolled in a secondary or post-secondary institution.
- Students are to be between 16 to 24 years old on the first day of employment.
- Students must be residents of Trent Hills** and must be legally entitled to work in Canada.
- Salary is to be based on minimum wage - \$15.60 per hour for students under the age of 18 (less than 28 hrs./week) and \$16.55 per hour for general workers (As of October 1, 2023).
- Positions can be from 4 to 16 weeks in duration and must be a minimum of 20 hours per week and a maximum of 40 hours per week. (Between May and August)
- Organizations must meet all CRA reporting requirements by remitting source deductions.
- Positions are required to be advertised in the local community. (i.e. Social media, Newspapers, Campbellford Community Resource Centre.)
- Students cannot be currently employed in the position; it must be a new job experience for the student. The student must not have been employed in a position through this grant initiative in previous years. Please contact the Community Foundation office with name of student to check eligibility.
- The job opportunity must be either project based (i.e. Development of a Marketing Plan) or a designated position (i.e. Administrative Assistant).
- As part of the Grant Application, organizations must develop and submit a work and learning plan to maximize training, job skill development and hands-on experience for the youth employee.
- Youth are to provide a story at the end of the employment term, about their employment experience, as part of the final Impact & Accountability Report.

If you have any further questions, please call the Community Foundation office at 653-2005 or email Martha at [info@cfcsn.ca](mailto:info@cfcsn.ca) or Pam at [admin@cfcsn.ca](mailto:admin@cfcsn.ca).