

Internship Agreement

Between Challenge Unlimited at Ironstone Farm, and YouthBuild of Lowell

Cummings Foundation provided funding to Community Teamwork Inc. (CTI) to provide internship opportunities for YouthBuild of Lowell's student. The goal of this partnership is to provide internship placement opportunities for the youth from YouthBuild Lowell to provide them with real-world workforce experiences and professional development as a part of the training they receive while attending YouthBuild that could potentially lead to a full-time employment.

It Is Therefore Agreed

Community Teamwork Inc. and _____
Will provide the following services and supports as defined below.

Specific Requirements:

Students will work
_____ Hours Per week total
_____ Hour Shifts _____ Days per week
During agreed upon hours of _____

Expectation of Host Site:

The host site will provide a work/training opportunity to our Youth for ____ weeks. The host site will complete time sheet for the student to submit of a weekly basis. The host site will agree to a weekly phone call or brief meeting with a representative from YouthBuild of Lowell to discuss student progress and offer constructive criticism. The host site commits to communication with YouthBuild of Lowell staff before any disciplinary action.

YouthBuild/Community Teamwork Commitment

CTI YouthBuild staff will work directly with youth and host site to provide support.
CTI YouthBuild Staff will review weekly timesheet evaluations and address all work challenges.
CTI YouthBuild Staff are available to address any challenges that arise
CTI YouthBuild will assume all responsibility for liability of all participants
CTI YouthBuild will provide documentation of Liability and Workman's Comp Insurance (upon request)
CTI YouthBuild will provide students with an hourly stipend of \$15.00 per hour of on-site participation

Expectation of Student

Student interns receive an internship opportunity after a recommendation from YouthBuild Staff based on overall job readiness (participation, behavior, and attendance in the YouthBuild program)
Student will communicate directly with host site/manager with any scheduling issues
Interns will arrive on time and ready to work.
Intern will exhibit professional behavior with word, action and deed
Interns will arrive in dress code designated by the host site

_____	(Student Signature)	_____
_____	(Host Site Signature)	_____
_____	(YouthBuild Sponsor)	_____