



Youth Leadership and Career Mentoring Program

Application

Description

Youth Career Institute is a 501 (c) (3) nonprofit charitable organization serving middle and high school students (Grade 6-12) in underserved communities in Miami Dade County. Our aim is to provide career mentoring, leadership training, internship, and volunteering opportunities to enhance a student's ability to gain employability and life skills in preparation for college and careers.

Objectives

- To teach youth workplace, leadership, social, and academic skills.
- To provide positive engagement for youth during out-of-school time.
- To prepare youth for successful careers.

The Youth Leadership and Career Mentoring Program is offered to youth, free of charge. We are grateful for donations and support from our community partners, sponsors, and the general public. To make a donation, please visit our website at www.youthcareerinstitute.org or mail a check payable to *Youth Career Institute*, PO Box 560681, Miami, FL 33256. For information on how you can support the positive development of youth, please call 786-565-7227 or email youthcareerinstitute@gmail.com.



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Training

Module	Topic/Session	Grade Level	Career Readiness Points
1	Career Exploration: Themes - Aviation, business and finance, education, government, hospitality, law, STEM, technical	6-12	10-60
2	Social Skills: Dress for Success Business Etiquette Effective Communication	6-12	10-30
3	Getting along with others: Juvenile Justice Conflict Resolution Teamwork	6-12	10-30
4	Service Learning: Volunteering at school Volunteering in your community	6-12	10-20
5	Healthy Living: Nutrition Hygiene	6-12	10-20
6	Personal Development: Goal Setting Personal Financial Planning	6-12	10-20
7	Preparing for College and Careers: Post-secondary education Financial Aid	6-12	10-20
8	Getting a Job: Resume and Cover Letter The Job Application Interview Skills Job Search	10-12	10-40
9	Preparing for Internships Workplace mentoring Work-based learning	10-12	10-20
10	Internships 4-6 weeks work-based learning	10-12	80-240

Students will earn Career Readiness Points for participation and the completion of assessments.



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PLEASE PRINT OR TYPE

SECTION 1 - Student Information

First Name & Middle Name		Last Name	
Email		Home Phone	Cell Phone
Home Address: City State/Zip		Date of Birth (mm/dd/yyyy)	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female
School Name: Address: Principal: Phone:		Current Grade: (Grade 6-12 only)	Insurance: <input type="checkbox"/> Yes (submit proof) <input type="checkbox"/> No
List your extracurricular activities:			
Explain your reasons for applying for the Youth Leadership and Career Mentoring Program			
What is your career goal?			
List three (3) jobs you would like to learn about:			

SECTION 2 - Parent/Legal Guardian Information

First Name		Last Name	
Email		Home Phone	Cell Phone
Home Address		City	State/Zip
PARENT PERMISSION <input type="checkbox"/> I hereby grant permission for my child to participate in the activities organized by Youth Career Institute.			
MEDICAL RELEASE <input type="checkbox"/> In the case of a medical emergency, I grant Youth Career Institute permission to seek medical attention for my child.			
Signature:			Date:

Return completed application to:

Youth Career Institute, Inc.

PO Box 560681

Miami, FL 33256

Phone: 786-565-7227

youthcareerinstitute@gmail.com www.youthcareerinstitute.org



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Recommendation

TO BE COMPLETED BY A TEACHER, SCHOOL OFFICIAL, OR COMMUNITY LEADER

Name of Student: _____

This student is applying for the Youth Leadership and Career Mentoring Program offered by Youth Career Institute. Students enrolled in this program are required to attend seminars, participate in team events, work-based learning, and community service. Students must demonstrate commitment, discipline, maturity, and teamwork. Please provide your honest evaluation of the applicant.

How do you know this student? _____ How long? _____

Please rate the student's performance in the following areas by checking (✓) a response for each criterion.

Criteria	Outstanding	Above Average	Average	Below Average	Don't Know
Shows respect for others					
Gets along well with peers and adults					
Mature					
Responsible					
Reliable					
Leadership					
Self-discipline					
Works independently					
Positive attitude					
Academic ability					

Additional Information

Please provide additional information about the student. Use the space below or add an attachment.

Do you recommend the student for this program? Yes No

Recommendation completed by: _____

Title: _____ Organization: _____

Phone: _____ Email: _____

Signature: _____ Date: _____

Please return this form to:
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 Miami, FL 33256

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