



Worksite Agreement
Summer Youth Job Training Program 2024
June 10, 2024 through July 19, 2024

This agreement is made between the Lexington Fayette Urban County Government (LFUCG) Department of Social Services, Partners for Youth Foundation, Inc., and the following organization/business:

It is agreed to provide employment to eligible youth participants of the Summer Youth Job Training (SYJTP) Program authorized and funded by Lexington Fayette Urban County Government. Under this agreement, program participants will be provided meaningful work experience, which will be consistent with each participant's capabilities and interests that will assist these youth in obtaining future employment.

It is agreed that such work experience will be conducted in a safe and sanitary working environment and that the following be provided in compliance with all applicable KY Child Labor Laws: adequate full-time supervision of each participant by qualified supervisors; adequate accountability for participant's time and attendance; and adherence by all parties to the rules and regulations governing the SYJTP Program.

This worksite agreement is designed to outline the responsibilities of all worksites. The worksite agrees to provide the Partners for Youth with information concerning changes in duties and/or available hours of work. The worksite further agrees to comply with the following guidelines, and assures the fulfillment of the following responsibilities:

1. This worksite will comply with the rules and regulations governing the SYJTP Program. This worksite is subject to monitoring evaluation visits by persons whose task will be to determine if terms and conditions of this agreement are in compliance.
2. Should the number of participants and/or the nature of their activities at the worksite change, the worksite agrees to notify the Partners for Youth staff immediately so that this agreement may be modified.
3. Accurate time and attendance records will be kept by the worksite supervisor on each participant and will reflect the time actually worked by the participant. At least one worksite supervisor will be designated to monitor the participants at all times.
4. Participants will be given a ten minute (paid) break every 4 hours and a thirty (30) minute (unpaid) lunch for working 5 or more hours. **No participant will be allowed to work more than (20) hours per week or over eight (8) hours per day.**
5. This worksite will have sufficient work for all participants employed during work hours.
6. This worksite has sufficient equipment and materials to accomplish tasks assigned to participants.



7. The authorized number of youth participants for this worksite is _____ slots. The appropriate job titles and job descriptions for all slots must be on file with Partners for Youth.
8. This worksite agrees to notify Partners for Youth when there is a change in worksite supervision.
9. **No participant who is under 18 years-old shall be employed in any occupation found to be hazardous.** If there are any questions as to whether or not the worksite is hazardous, Partners for Youth will refer to the Federal and State Child Labor Laws.
10. Any worksite found to be in violation of the Child Labor Laws, the regulations, or conditions of this agreement are subject to termination of this agreement by Partners for Youth.
11. This worksite assures that no sectarian activities will be associated with the program.
12. The participating youth are considered employees of LFUCG and coverage is provided under LFUCG's insurance policy, subject to Section 13 of this agreement.
13. If the worksite or its employees transports participating youth, the worksite agrees to hold automobile insurance in commercially-reasonable amounts and to hold harmless and indemnify LFUCG and its officers and employees for any and all claims resulting from or otherwise relating to automobile accidents occurring while the participating youth is being transported by the worksite or its employees.
14. **In preparation to host youth participants:** The worksite shall conduct and keep a background check completed in the past year on file for each employee that will directly supervise youth under this agreement, which may be reviewed by Partners for Youth at any time (including during scheduled site visits). This worksite certifies that no employee or agent of the worksite with criminal histories which include drug offenses, child abuse or neglect charges, child sexual offenses, or any crime against a child will directly supervise youth under this agreement.
15. All worksite supervisors will receive a copy of this agreement.

As an authorized representative of this worksite, I certify that I understand the terms and provisions set forth in the agreement and assure compliance. I understand that a signed copy of this document will be sent to me. This agreement will take effect on **June 10, 2024 and terminate no later than July 19, 2024.**

Worksite Authorized Representative

Date

Name of Organization/Business

LFUCG-Partners for Youth Foundation, Inc. Shanreka Shackelford, Executive Director

Date

Please direct any questions you have to:



Shantae Bruce

Community Engagement Coordinator

Phone: (859) 280-8005

Email: youthwork@lexingtonky.gov

Thank you for supporting the Summer Youth Job Training Program!

