

EASTSIDE NEIGHBORHOOD EMPLOYMENT CENTER and Bloomfield-Garfield Corporation

5321 Penn Avenue
Pittsburgh, Pennsylvania 15224
Phone: (412) 362-8580 Fax: (412) 441-6918

Dear Local Business/Organization,

We are seeking interested individuals that would host a young person as an intern this summer. This 6 week position would begin on July 6th and would be a part of the City of Pittsburgh's Summer Youth Employment Program.

The Eastside Neighborhood Employment Center (ENEC) and the Bloomfield-Garfield Corporation (BGC) are looking for high quality work sites that would not only give local youths safe and productive employment this summer, but would also receive valuable work in return and be a part of developing the skills of Pittsburgh's up-and-coming workforce. Youths employed by the program fall between 14 and 21 years of age.

The implementation of the program and the management of the youths this summer will be overseen by the BGC. **The BGC will:**

- Pay all wages owed
- Pay all workers' compensation and liability insurance
- Act as a liaison between you and your intern
- Provide additional training to your intern

All you would be responsible for is ensuring that the young person has a quality work experience. In return you would be getting a fully-paid worker available 30 hours a week/6 hours per day.

If you would like to explore hosting a young person this summer, please e-mail us at eastendsummerwork@gmail.com or fax the reply sheet to 412-441-6918. We will then call you to discuss the program in more detail.

Sincerely,

Rick Flanagan
Director of Youth Development, Bloomfield-Garfield Corporation
Manager, Eastside Neighborhood Employment Center



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Please express your interest and fax this sheet back to the
ENEC at 412.441.6918.

Yes, I am interested in discussing the possibility of placing
a young person in our organization/company for an
internship this summer.

No, I am not interested.

Contact information, if interested:

Name: _____

Organization: _____

Phone Number: _____

Fax Number: _____

Address: _____

E-mail Address: _____



