

SUMMER 2023



APPLICATION

CityWorks is a summer-internship program that supports students' professional success through job training and post-secondary career opportunities.

This program seeks to support those with interests across career sectors, including:

- Architecture & Urban Planning
- Engineering & Design
- Finance/Accounting
- Marketing/Communications
- Law & Government
- Non-Profit/Education
- Medicine & Health
- Art & Design (Music, Fashion, etc)



Due: March 24, 2023

Applications can be returned to:
Young Community Developers

1715 Yosemite Avenue
San Francisco, CA 94124

or

emailed to Nicole Quinto
nquinto@ycdjobs.org



WHAT IS CITYWORKS?

CityWorks is a paid summer internship program for recent high school graduates and college students within their first year. Starting the summer after their senior year in high school, this program provides internship opportunities with various partners located throughout the Bay area.

CityWorks interns will work with professional mentors and gain valuable skills necessary for both academic and professional success.

BENEFITS OF CITYWORKS

- Interns earn up to \$18/hr
- Professional networking with city and industry leaders
- Expansion and development of transferrable skills
- Gain reputable industry experience
- Become eligible for YCD Fellowship

WHO IS ELIGIBLE FOR CITYWORKS?

Applicants must meet **ALL** of the following requirements:

- Resident of San Francisco's District 10 & 11
 - Zip codes: 94124, 94134, 94107, and 94112
- Recent high school graduate OR a first time college freshman
- Attendance and participation in 2 week-long job training
- Ability and commitment to work 20 hours a week during the summer

For online application:



INTERN HIGHLIGHTS

"CityWorks has been a really good experience; It has matured me a lot for the professional world. I've grown as an intern and it feels good to have a better understanding of where I want to go professionally."

-Ayanni, 2019 & 2020 CityWorks Intern

San Francisco State University, Project Management



"I learned a lot from many professionals..it gave me a better understanding of what I want to do for the rest of my life."

-Glendy, 2020 - 2022 CityWorks Intern

SFSU, Architecture

"The Cityworks program was an incredible opportunity that gave me my first introduction to the professional world. It provided first hand experience and critical knowledge from various industry professionals on how to succeed within my chosen career. "

-Rue, 2019-2021 CityWorks Intern

USF, Environmental Science



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PERSONAL INFORMATION

First Name: Last Name:

Date of Birth:

Home Street Address:

City: Zip Code:

Cell Number: Home Number:

Professional Email Address:

DEMOGRAPHIC INFORMATION

Ethnicity/Race: (Please check all that applies)

African American/Black

Middle Eastern

Asian

Native American

Caucasian

Pacific Islander

Hispanic/Latino

Other (Not listed, please specify):

SCHOOL INFORMATION

Current School:

Grade Level:

Cumulative GPA:

College Students - Major of Study:

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WORK/VOLUNTEER EXPERIENCE

Have you participated in CityWorks in the past?

Yes. What year(s)?

No.

Have you participated in any of the following other youth employment programs in the past?

MYEEP

PROJECT PULL

YOUTHWORKS

SFUSD CTE

INTERNSHIP AREA OF INTEREST

Please rate your top three (3) choices from 1 - 3, number 1 being your top choice.

ACCOUNTING/FINANCE _____

ENGINEERING & DESIGN _____

ARCHITECTURE & URBAN
PLANNING _____

GOVERNMENT RELATIONS _____

ART/DESIGN _____

OPERATIONS & ENVIRONMENTAL
MANAGEMENT _____

MARKETING &
COMMUNICATIONS _____

LAW/ POLI SCI _____

MEDICAL _____

ESSAY

Essay must be typed, size 12 point font, and at least 350 - 500 words. Essay must be attached and submitted with this application.

Returnees may not submit essays from previous years. Re-submission of past essays will not be accepted.

Explain how working with CityWorks aligns with your academic and/or career goals. Explain your skills, knowledge, and/or classes you have taken that make you a qualified intern. Describe one situation in which, because you took initiative, the result of your effort was a success.

*Returning Applicants: Answer the prompt above, as well as - Describe how taking part in CityWorks has helped prepare you for a professional work environment and what your three main career goals are for this next year.

COMMITMENT & CONSENT FORM

INTERN COMMITMENT & CONSENT

If accepted into the CityWorks Internship Program you are expected to fully participate in all program activities.

Please sign below to indicate your commitment and acceptance to the following:

- Fully and actively participate in all program activities (Monday - Friday) for the 2023 Summer.
- Attend work regularly (20 hours per week) and be responsible for scheduling and notification.
- Take responsibility for transportation to and from work sites and all associated activities.
- Complete all assignments and projects assigned to you by YCD Staff, worksite supervisors, and other authorized personnel.
- Behave according to standards of conduct set forth by YCD staff and assigned worksites.
- Dress professionally.
- Consent to take pictures/videos to document program activities. Photos/videos may be used in brochures, newsletters, online, and/or other program materials.

Applicant's Name (Please print):

Applicant's Signature:

Date:

PARENT GUARDIAN CONSENT (If applicant is under 18)

By signing below, you are acknowledging the following:

- I am aware of and consent to my child's participation and commitment to the program.
- I understand that any intern may be terminated based on work performance, attendance, interest, or other factors.
- I understand that interns are committing to maintain a regular (20 hour) work schedule throughout Summer 2023.
- YCD staff may contact me regarding my child's participation and commitment.
- I consent for my child take pictures/videos to document program activities. Photos/videos may be used in brochures, newsletters, online, and/or other program materials.

Parent/Guardian's Name (Please print):

Parent/Guardian Signature:

Phone Number:

Date: