

2009 WORK EXPERIENCE Fact Sheet Snapshot

<i>Duration</i>	In School: 05/01/09 up to 09/30/09 Out of School: 05/01/09 up to 03/31/10
<i>Availability</i>	Between May 1, 2009 and March 31, 2009
<i>Age Range</i>	14-24
<i>Work Day</i>	7 Hours Per Day (Maximum), Lunch – non-paid
<i>Work Period</i>	Up to 5 Days a Week
<i>Work Hours per Week</i>	35 Hours
<i>Supervisor/Alternate Supervisor Training</i>	June 9, 2009, 1:30 pm, 1601 Union Blvd., Allentown June 15, 2009, 1:30 pm, 1601 Union Blvd., Allentown
<i>Work Experience/Academic Compensation</i>	No Cost
<i>Overtime</i>	Not Permitted
<i>Academic Day</i>	Varies

YOU PROVIDE

1. Structured work schedule
2. Structured supervision and supervisors with Act 33/34 and Federal checks and clearances
3. Materials, supplies and equipment
4. Learning-rich environment to build and refine a strong work foundation, work ethic, basic workplace competencies, self-esteem, interpersonal skills, teamwork concepts and skills in Lehigh Valley Industry Clusters

WE PROVIDE

1. Work Experience Wages - Payroll deductions: FICA, Medicare, State Tax, Local Tax, Occupational Privilege Tax (OPT)
2. Worker's Compensation Coverage
3. Case Management
4. Programmatic and Technical Assistance

PROHIBITED WORKSITE ACTIVITIES

1. Activities involving Sectarian activities.
2. Activities replacing employees who are on layoff.
3. Activities located at any casino/gambling establishment, aquarium, zoo, golf course or swimming pools.
4. Activities involving political, electoral or partisan activities.
5. Nepotism – no participant may be placed at an organization when a member of the participant's immediate family is engaged in an administrative capacity or functions as the participant's supervisor.
6. Other prohibited activities based on Child Labor Law.



LEHIGH VALLEY INDUSTRY CLUSTERS/HIGH PRIORITY OCCUPATIONS

Advanced Materials Manufacturing

Technology Intensive Manufacturing

Financial Services

Business and Professional Services

Information and Communication

Life Science and Healthcare

Refer to the Pennsylvania CareerLink Lehigh Valley Website for additional information on Lehigh Valley Industry Clusters <http://www.careerlinklehighvalley.org>