



CHARLOTTE.

MYEP

MAYOR'S YOUTH EMPLOYMENT PROGRAM

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Housing & Neighborhood Services
Community Engagement Division
Youth Programs

AGENDA

- MYEP Application
- MYEP Interview
- Review Deadlines

Classe 3.5

spark Hire



Classe 3.5



spark Hire

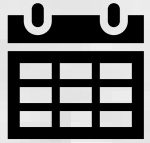


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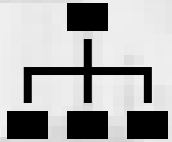
MYEP

MAYOR'S YOUTH EMPLOYMENT PROGRAM

Classe 3.5



Go-Live Date: Monday, October 22, 2018



Process:

- Student attends training and becomes eligible for MYEP
- Student is e-mailed link to application by MYEP staff
- Student submits completed application by deadline (Friday, November 30, 2018)

APPLICATION ELEMENTS

NINE ELEMENT GROUPS :



- Applicant Information



- Academics



- Demographic Information



- Parent/Family Information



- Household Information



- Career Interest/Experience



- Recommendations



- Short Response



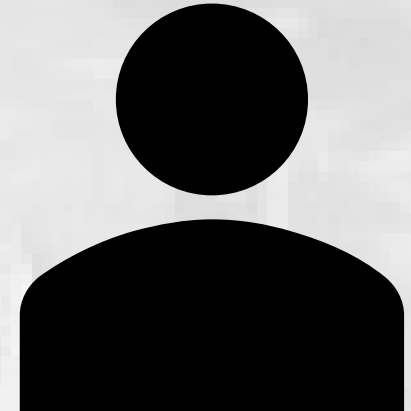
- Required Documents Upload

APPLICATION ELEMENTS

APPLICANT INFORMATION

- **17 response items**

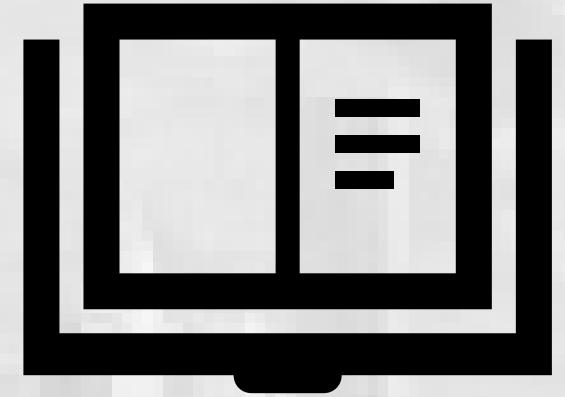
- School-Issued Student ID Number
- First Name
- Middle Name
- Last Name
- Preferred First Name
- Street Address
- Apartment/Condo/Unit Number
- City
- State
- Zip Code
- E-mail
- Re-Entry of E-mail
- School-Issued E-mail
- Cell Phone Number
- Alternate Phone Number
- Date of Birth
- Gender



APPLICATION ELEMENTS

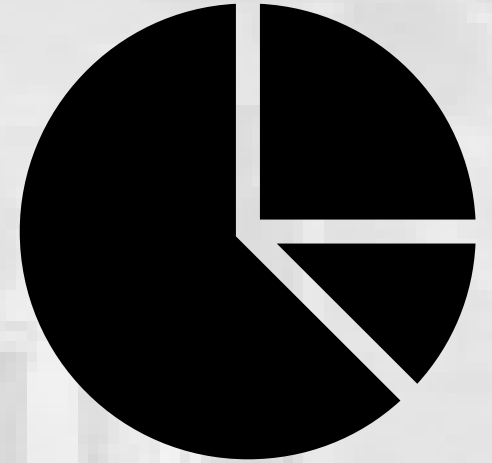
ACADEMICS

- **6 response items**
 - High School
 - Grade
 - Anticipated High School Graduation Date
 - Special Circumstances pertaining to academic performance
 - Post-Graduation Plans



DEMOGRAPHIC INFORMATION

- **7 response items**
 - Do you have a SSN?
 - Eligible for work in US?
 - Hispanic or Latino descent?
 - Ethnic/Racial Identity
 - Multilingual Ability
 - Languages Spoken
 - Primary Language in Household



APPLICATION ELEMENTS

PARENT/FAMILY INFORMATION

- 14 response items
- Parent/Guardian One
 - Relationship to Applicant
 - First Name
 - Last Name
 - Phone
 - E-mail
 - Highest Level of Education Attained
 - Occupation
- Parent/Guardian Two
 - Relationship to Applicant
 - First Name
 - Last Name
 - Phone
 - E-mail
 - Highest Level of Education Attained
 - Occupation



HOUSEHOLD INFORMATION

- **8 response items**
 - Household Income
 - Household Size
 - Single Parent Home?
 - Is Applicant Primary Caregiver?
 - Is Applicant Financial Contributor?
 - Free/Reduced Lunch Eligibility
 - MYEP Legacy? If so, name of relative?



CAREER INTEREST/EXPERIENCE

- 9 response items
 - PRIMARY career interest
 - SECONDARY career interest
 - TERTIARY career interest
 - Specialized & Technical Skills/Certifications
 - Current Employment, if any?
 - Current Employer, if any?
 - Previous Employment, if any?
 - Previous Employer, if any?
 - Hobbies



APPLICATION ELEMENTS

RECOMMENDATIONS

- **12 response items**
- **Recommender One**
 - Relationship to Applicant
 - First Name
 - Last Name
 - E-mail
 - Company/Organization
 - Title/Position

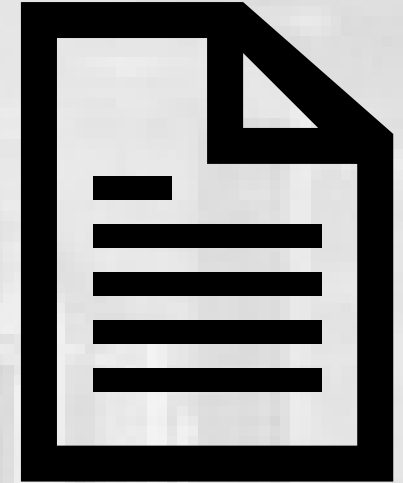
- **Recommender Two**
 - Relationship to Applicant
 - First Name
 - Last Name
 - E-mail
 - Company/Organization
 - Title/Position



APPLICATION ELEMENTS

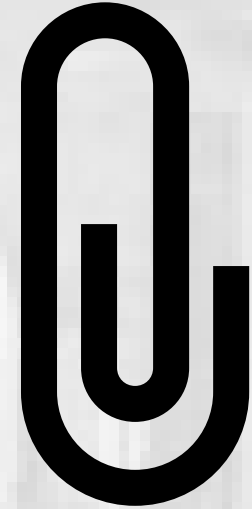
SHORT RESPONSE ITEMS

- **11 response items**
 - Primary means of transportation
 - Referral Source
 - Previous MYEP Participant
 - If MYEP Alumni, indicate interest in placement with same HE
 - Short Essay (Three Prompts; 200 word limit)
 1. What do you hope to learn or gain by participating in the MYEP?
 2. What unique traits or skills set you apart from other MYEP candidates?
 3. Describe a time when you demonstrated leadership or when you overcame a hardship.
 - Conflicts Questions (3 items)
 - Special Considerations



REQUIRED DOCUMENTS UPLOAD

- **2 Required Uploads**
 - Professional Resume
 - One Page
 - Appropriately formatted
 - Student Agreement
 - Signed by parent and student



APPLICATION ELEMENTS

NINE ELEMENT GROUPS :



- Applicant Information
 - 17 Response Items



- Academics
 - 6 Response Items



- Demographic Information
 - 7 Response Items



- Parent/Family Information
 - 14 Response Items



- Household Information
 - 8 Response Items



- Career Interest/Experience
 - 9 Response Items



- Recommendations
 - 12 Response Items



- Short Response
 - 7 Response Items



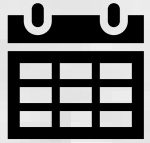
- Required Documents Upload
 - 2 Required Uploads

APPLICATION

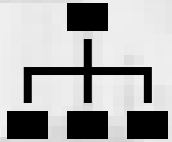
KEY CONSIDERATIONS:

- Prospective MYEP students **must re-train & re-apply** for admission each year
- Eligible students will be **e-mailed the link** to the application via the personal e-mail address provided on the pre-survey
- Student eligibility is dependent on the submission of both the pre- and post-training survey (**students who do not submit both a pre- and post-survey will not be eligible for the MYEP**).
- Eligible students **must be 16** years old on or before April 15, 2019
- MYEP staff will send requests for recommendations directly to the recommenders provided by students (students should still ask recommenders in advance of submitting an application)
- Recommenders will be e-mailed the recommendation link on Monday, December 3rd (submission deadline is Monday, December 31st)

INTERVIEWS



Go-Live Date: Monday, October 22, 2018



Process:

- Student attends training and becomes eligible for MYEP
- Student is e-mailed link to interview by MYEP staff
- Student submits completed interview by deadline (Tuesday, December 18, 2018)

INTERVIEWS



- **Why use video-interviewing?:**

- Consistency and objectivity in scoring
- Controlled timing and procedures
- Preparation for modern college and job interviews
- Convenience



INTERVIEW PROCESS



- **Access MYEP Interview**

- Pilot Link CDCs: <https://hire.li/b735a2f>

- **Click** the “Go to your interview” button

- **Login** or **create account**

- **Follow** prompts to complete interview



INTERVIEW QUESTIONS

1. What types of careers interest you and what is it about those careers that get you excited?
2. If accepted to the MYEP, what would be your goals for this experience?
3. How do you define success?
4. If your supervisor asked you to do something you disagreed with, what would you do?
5. Describe your personality.
6. Would you try to resolve a conflict privately with a co-worker or would you involve a manager/supervisor?
7. What do you think causes failure?
8. How would you describe the perfect job for you?
9. What are your goals for the next five years?
10. What other information would you like us to know about you that has not already been shared during this interview?



INTERVIEW BREAKDOWN



- **Unlimited** Think Time
- **Three** retakes allowed
- **One-Minute** response time
- **Six** questions total



INTERVIEW

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- Prospective MYEP students **must re-train & re-apply** for admission each year
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- Student eligibility is dependent on the submission of both the pre- and post-training survey (**students who do not submit both a pre- and post-survey will not be eligible for the MYEP**).
- Eligible students **must be 16** years old on or before April 15, 2019
- MYEP staff will e-mail all student interviews to respective CDCs to solicit feedback
- Review of interviews will begin on January 1st and last through the middle of February

IMPORTANT DEADLINES

APPLICATION: Friday, November 30, 2018

INTERVIEW: Tuesday, December 18, 2018

RECOMMENDATIONS: Monday, December 31, 2018

