

Youth Summer Employment Narrative  
**Mission Accomplished Corp**  
*One Summer Plus Chicago*

**MISSION**

Mission Accomplished Corp is a community-centric effort to transform the lives of individuals from challenged backgrounds (e.g. at-risk youth, ex-offenders, teenage mothers) through job readiness training and social enterprise partnerships that provide employment, housing, education, and entrepreneurship opportunities, enabling them to reclaim the American dream for themselves, for their families, and for their communities.

**JOB SUMMARY**

Mission Accomplished Corp will provide 100 youth summer employment opportunities to commence on July 1, 2014 and end August 31, 2014. Youth will 20 hours per week, plus participate in 10 hours in job readiness and/or enrichment activities.

Since the 79<sup>th</sup> Street Indoor Mall serves as the hub for most of our youth enrichment activities, Mission Accomplished Corp will primarily target eligible youth between the ages of 16 and 24 who reside roughly within a 2-mile radius of our facility and seek to reward youth who have already accumulated volunteer hours at the 79<sup>th</sup> Street Indoor Mall or participated in at least one of our community service activities (e.g. violence prevention/restorative justice events, urban gardening, neighborhood beautification) within South Shore and neighboring communities, such as Avalon Park, Calumet Heights or Jackson Park.

We will evaluate our summer youth employees based on the following outcome measures:

- Work Attendance
- Timeliness to Work
- Completion of Assignments
- Professionalism based on feedback from client surveys

In addition to on-the-job experience, youth employees will be responsible for preparing a weekly field report outlining their projects during the past week and presenting their key findings to an audience consisting of the advisory board and their peers. Following the presentations, supervisors and mentors will lead the youth through interactive case studies, where youth will role play and act out typical on-the-job issues, then develop a consensus problem solving strategy.

Lastly, youth employees will be required to contribute at least 40 hours of volunteer participation to supplement their 160 hours of summer employment. Youth employees will be mentored on how to develop an end-of-program employee orientation manual, based on the insights that they gained over the eight-week employment term.

The obvious benefits for youth summer employees are generating income and gaining hands-on work experience which can be a segue into future careers and intern opportunities. Beyond that, our summer youth employees will gain valuable experience in community engagement and responsibility. Our enrichment sessions will also polish their written and public presentation skills and expose them to real-life scenarios to develop skills in business decision-making, operations, and marketing.

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**JOB DESCRIPTIONS**

Youth employees will be divided in 10 teams of 10 youth plus a supervisor. To expose youth to different job types and responsibilities, each team will complete a 2-week rotation in five (5) job categories, (mimicking the medical internship model). Each youth employee will have a daily 6-hour commitment, comprised of four hours of work each weekday and two hours of training/enrichment activities. To further broaden their employment experience, youth employees will spend four weeks working the Morning Shift (8:00 am – 12:00 noon) and four weeks working the Afternoon Shift (1:00 pm – 5:00 pm).

<b>Morning Shift Schedule (4 weeks) – 50 youth</b>	<b>Afternoon Shift Schedule (4 weeks) – 50 youth</b>
Morning Shift (8:00 am – 12:00 pm)	Training/Enrichment (10:00 am – 12:00 pm)
Lunch (12:00 pm – 1:00 pm)	Lunch (12:00 pm – 1:00 pm)
Training/Enrichment (1:00 pm – 3:00 pm)	Afternoon Shift (1:00 pm – 5:00 pm)

**Broadcast Media Interns** will be assigned to AM 1570 WGBX Radio, located at 5960 South Michigan Avenue, Chicago, Illinois 60637, where they will gain hands-on experience in the scheduling, preparation, and production of radio broadcasts. The first category of assignments and skills will include learning how to enhance studio acoustics by eliminating background noise, customizing microphone settings, and equalizing the sound board. The second category of skills will entail proper maintenance of audio-visual equipment and replacement of faulty components. The third category of skills will involve the recording and dubbing of live shows and the procedures for playing and monitoring pre-recorded radio shows. The last category of skills will require interns to perform and master administrative and clerical duties for the radio station, especially customer service relations with radio program clients.

**Entrepreneurship Interns** will be assigned to the 79<sup>th</sup> Street Indoor Mall, located at 1706 East 79<sup>th</sup> Street, Chicago, Illinois 60649. The indoor mall functions as a thrift shop and social enterprise venue, where community-based vendors can sell their wares or offer informational sessions on a wide range of business, financial, and economic development topics. **Entrepreneurship Interns** will be trained and mentored in all aspects of running a retail business, ranging from cash management and/or cashiering, customer service, opening and closing procedures, inventory control, purchasing, salesmanship, scheduling, and security. The goal of this job experience is to help youth understand the mindset of a business owner and the layers of tasks and decision-making that impact operations, sales, customer and employee satisfaction, and profitability.

**Community Outreach Interns** will be based at the 79<sup>th</sup> Street Indoor Mall, located at 1706 East 79<sup>th</sup> Street, Chicago, Illinois 60649. However, they will function as an extension of the faith-based and small business community throughout South Shore, Avalon Park, and Calumet Heights by distributing flyers and brochures on their behalf, as well as announcing activities at the Indoor Mall. Under supervision, **Community Outreach Interns** will also conduct surveys to get the pulse of the community on various issues, canvass the neighborhood concerning services and neighborhood watch concerns, and mobilize community support behind key issue(s). The goal of this job experience is three-fold: 1) Create and engage youth in social and community awareness; 2) Build foundational marketing and relationship skills; 3) Show youth how they can be effective community organizers.

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**Outdoor Maintenance Interns** will be based at the 79<sup>th</sup> Street Indoor Mall, located at 1706 East 79<sup>th</sup> Street, Chicago, Illinois 60649. However, they will function as a neighborhood beautification team for that benefits both businesses and residents, primarily in South Shore but also touching parts of Avalon Park and Calumet Heights. For supplies, Mission Accomplished Corp will tap into our partnerships with the Black Construction Alliance and Home Depot. Under supervision, **Outdoor Maintenance Interns** will clear vacant lots of debris, clean up the main thoroughfare along 79<sup>th</sup> Street and the other roadways, and parks located in South Shore, in order to supplement the work of the City's Streets and Sanitation and Park District Departments.

This assignment will also include some landscaping, planting of flowers, and removal of graffiti. The goal of this job experience is to help youth develop expertise in outdoor maintenance and landscaping. Moreover, neighborhood beautification is giving back to your community, developing pride in how it looks, becoming responsible for its image and upkeep. For youth who are ex-offenders this experience has elements of restorative justice built in.

**Resident Repair Interns** will be based at the 79<sup>th</sup> Street Indoor Mall, located at 1706 East 79<sup>th</sup> Street, Chicago, Illinois 60649. However, they will collaborate with Mission Accomplished Corp's network of the faith-based organizations who will identify senior households and other residents on fixed incomes in need basic construction repairs. This group will be supervised closely by mentors from the Black Construction Alliance and receive donated supplies and instruction from Home Depot. Unlike the other summer employees, this assignment seeks youth age 18 and older. Under supervision, **Resident Repair Interns** will also identify, report, and assist in the repairs of abandoned and vacant buildings in the community. The goal of this job experience is to create a pre-apprenticeship to the building trades, while putting youth in situations where they are the catalyst for improving and revitalizing their own communities. Secondary goals include developing customer service skills and cultivating healthy inter-generational interaction between youth and seniors.