



**TOWN OF OLD SAYBROOK'S
SUMMER WORK EXPERIENCE PROGRAM 2009**

Funded by the American Recovery and Reinvestment Act (AARA)

“I wanted to touch base on my son’s summer job – it has changed his life. It has given him all the confidence that goes with belonging to a team for the first time. The job is his most prized possession. His enthusiasm and productivity have made him a valued team member.

The social aspects of working with his peers have given him a behavioral focus and an understanding of protocol and pecking order that put him in a comfort zone.

The time/clock...paycheck...banking process has given him a sound understanding of the dollar for the first time. My son is still a man of few words. But he now knows where he wants to go and asks the right questions to get himself there.” ~ *Parent of Old Saybrook High School Student* ~

Description of Participants

- 18 students from the Old Saybrook Public Schools (17 from Old Saybrook High School and 1 from Old Saybrook Middle School)
 - (1) 8th grade student
 - (5) 10th grade students
 - (7) 11th grade students
 - (5) 12th grade students
- Ranging in age from 14 to 18
- Eligible for participation based on one of the following (2) criteria:
 - Family’s overall income *or*
 - Documentation of a disability, which requires special education programming under the federal law, entitled the *Individuals with Disabilities Education Act (IDEA)* or regular education accommodations under Section 504 of the Rehabilitation Act of 1973

“He [the participant] showed potential for a well-intentioned tourism guide. I think he would represent the Town of Old Saybrook as a good ambassador of local knowledge.” ~ *Work Site Supervisor* ~

Program Description

- Students worked across work sites in Old Saybrook during July and August 2009
- Duration of the summer work experience averaged six (6) weeks
- Students’ part-time weekly work hours ranged from 3 to 20 hours, and were contingent upon their work experience, schedule/availability and transportation needs.
- Students were assigned an on-site work supervisor who were responsible for providing in-house instruction and support of each student
- Students were responsible for completing a weekly timesheet and handing it in to the Accounting Office at the Town Hall. Students were paid minimum wage (\$8/hour).

Types of Available Jobs

1. *Restaurant Work (i.e. bussing tables, serving food, taking orders, food preparation)*
2. *Town Maintenance (i.e. weeding, landscaping, refuse collection, recycling, street sweeping, pothole repair)*
3. *School Maintenance (i.e. building sanitation, assembling/moving furniture, cleaning/waxing floors, painting, cleaning all desks, lockers, windows, classroom surfaces)*
4. *Administrative/Clerical (i.e. answering phones, filing, taking messages, filing, photocopying, collating/assembling binders, creating computer databases)*
5. *Youth Camp Counselor/Preschool Classroom Support (i.e. helping grades preschool through 4th grade with classroom activities, field trips, overall safety)*
6. *Retail (i.e. greeting customers, pricing inventory, stocking/organizing inventory, assisting customers with selections)*
7. *Librarian Assistance (i.e. shelving books/videos, assisting patrons, cleaning/mending books, shelf reading, prepping library for children's/community activities)*

“Once familiar with the various assigned tasks, upon completing one, she would often take up another without being told. It has been a pleasure to watch her skills develop.” ~*Work Site Supervisor*~

Participating Work Sites

Thirteen municipal and private work sites provided invaluable, hands-on instruction to the 18 participating students. The Program Coordinator supported supervisor and students by monitoring job expectations including but not limited to job-appropriate attire, punctuality, initiation of tasks, on-site communication, completing and submitting their weekly timesheet, etc.

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| <i>Acton Public Library*</i> | <i>2 students</i> |
| <i>GameStop®</i> | <i>1 student</i> |
| <i>Maritime Education Network</i> | <i>1 student</i> |
| <i>Assessor's Office*</i> | <i>1 student</i> |
| <i>First Selectman's Office*</i> | <i>1 student</i> |
| <i>Kathleen Goodwin Elementary School*</i> | <i>2 students</i> |
| <i>Old Saybrook Middle School*</i> | <i>1 student</i> |
| <i>Old Saybrook High School*</i> | <i>2 students</i> |
| <i>Old Saybrook BOE/Central Office</i> | <i>1 student</i> |
| <i>Public Works Department*</i> | <i>2 students</i> |
| <i>Pack-It of Southeastern Connecticut, LLC</i> | <i>1 student</i> |
| <i>The Paperback Café</i> | <i>2 students</i> |
| <i>The Westbrook Welcome Center</i> | <i>1 student</i> |

* Worksites that participated in the 2008 Summer Work Program, coordinated by Joanne Messner, OSY&F Services.

Special Thanks

Participating Students, Families and Worksites of Old Saybrook
 First Selectman Michael Pacc, Georgiann Neri, and Elaine Seaforth, Selectman's Office
 Joanne Messner, Social Worker, Youth & Family Services
 Tara Winch, Associate Principal, Old Saybrook High School
 Sharon Migliaccio and the Staff of the Accounting Office