

TEENS@WORK!

Matching Capable Teens with Neighbors in Need!

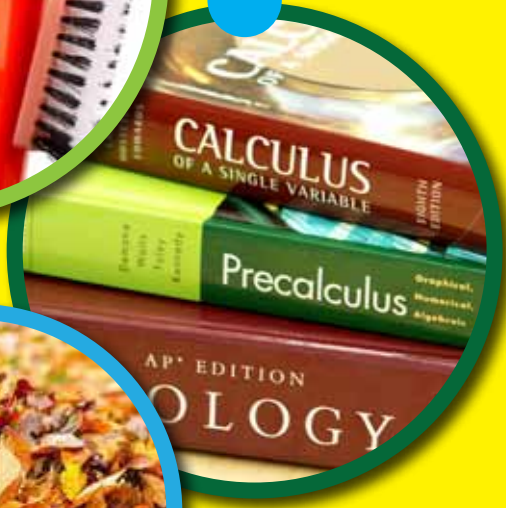
**Job applications and work requests
are at the Willow Oaks Pool.**

Are you a teen looking for summer work or
are you a neighbor who needs a little extra
help around the house?

- **Child care** • **House or Pet sitting**
- **Tutoring** • **Housework** • **Yard work**

We will pass on work requests to teens who
have expressed an interest in that particular
type of work. It will then be up to the parents
and the teens to make contact with the neighbor
in need, and negotiate the working relationship.

Work orders and applications are available at the pool or they can
be emailed to interested parties. For more information, feel free to
contact Dorrie Thompson at thompson.dorrie@gmail.com.



TEENS@WORK!

Willow Oaks Work Exchange Program

Willow Oaks **Teens@Work!** Program Details

HERE'S HOW IT WORKS

Minimum Age: 11

Parental approval required.

The Willow Oaks Teens@Work job match program is based on interest and need.

We are working to secure Red Cross babysitter's training classes: TBA

SUGGESTED JOB CATEGORIES

A Parent or Grandparent's Helper

- Babysitting: Responsible for kids while parent is busy or not at home – occasional nights, during the day or pool side with kids
- Light housekeeping: mop, dust, vacuum, clean windows
- Yard work: gardening, landscaping, mowing, raking, weeding
- Tutor: summer reading, math drills, etc.

Friendly Neighbor

- Pull the garbage/recycle dumpster to the street and back of the house.
- Put the newspaper on the porch
- Odd jobs and projects around the house, wash cars
- House Sitter: pet care, take in mail and newspapers
- Pet Friend: dog walker and pet sitting

Residents of the Willow Oaks and Pool Community will complete job orders specifying job category and specific duties. Pay rate can be negotiated with the applicant by the hour, job, week, etc. But do expect to pay for services rendered. Job orders will remain open until filled. Residents may indicate when a job order has been filled or becomes available by contacting the program coordinators.

Kids will complete an application of interest and will be matched based on location, interest, ability, availability, and parental approval. Applicable job order referrals will be provided to the parents. Direct contact will be initiated by kid applicants and their parents.

Program coordinators will approve and maintain jobs orders that are open and filled, coordinate referrals, match and provide job orders.

Parents and kids will make direct contact for interview, negotiate hours, scope of work, special instructions, expectations, pay, availability (family vacations and other schedule conflicts), and termination clause.



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Dorrie Thompson at thompson.dorrie@gmail.com • Melissa Savage at melissa@melissasavage.com

Willow Oaks **Teens@Work!** Job Application

Teen's Name: _____ Age: _____

Parent's Name: _____

Address: _____

Phones: Home (_____) _____ Work (_____) _____ Cell (_____) _____

Email: _____

JOB CATEGORIES Check all those that interest you.

A Parent or Grandparent Helper

- **Babysitting:** Responsible for kids while parent is busy or not at home – occasional nights, during the day or pool side with kids
- **Light housekeeping:** mop, dust, vacuum, windows
- **Yard work:** garden, landscape, mow, rake, weed
- **Tutor:** summer reading, math drills, etc.
List subject(s): _____

The Friendly Neighbor

- Pull the garbage/recycle dumpster to the street and back of the house.
- Put the newspaper on the porch
- Odd jobs and projects around the house, wash cars
- **House sitter:** pet care, take in mail and newspapers
- **Pet Friend:** dog walker and pet sitting
- **Other:** list a specific job or interest: _____

"THIS DESCRIBES ME" CHECKLIST! Check all that apply.

- | | | |
|--|--|---|
| ● I love working with children | ● I can be "all thumbs" with tools and equipment | ● I have never worked before |
| ● I can be impatient at times | ● I am a good reader | ● I can be forgetful |
| ● I love pets | ● I like to learn new things | ● I like to work alone |
| ● I am not good with animals | ● I am organized | ● I don't like to work alone |
| ● I learn quickly | ● Organization is not my best thing | ● Sometimes I talk too much |
| ● I do not handle criticism very well | ● I am responsible | ● I am very responsible |
| ● I am dependable | ● I am not always the best listener | ● I am good with technology |
| ● I am usually "running a little late" | ● I like to take care of things | ● I love to work outdoors |
| ● I am friendly and outgoing | ● I not comfortable talking with grown ups | ● I don't like to work outside |
| ● I am not comfortable meeting new people | ● I am detail oriented | ● I am afraid of bugs |
| ● I speak before I think and it gets me in trouble sometimes | ● I am not good with details | ● I am good in an emergency |
| ● I am creative | ● I like to work with my hands | ● There are some jobs I am not interested in doing: |
| ● I am good with tools | ● I have work experience | _____ |
| | | _____ |

THINGS I DO WELL What I am most interested in, and school subjects I like the best.

MY EXPERIENCE Kinds of experience, skills, training (babysitter's course, basic first aid, CPR, pet care, yard work, explain

_____ (continue to side two)



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Dorrie Thompson at thompson.dorrie@gmail.com • Melissa Savage at melissa@melissasavage.com

Willow Oaks **Teens@Work!** Job Application

SCHEDULE Things I already have scheduled this summer (team sports, summer school, scheduled family vacation).

I would make a good _____ (select a job category) because:

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I would make a good _____ (select a job category) because:

I/we, the undersigned, hereby release the Willow Oaks Recreational Association (WORA), the Willow Oaks Pool and any and all employees, volunteers, owners, and cosponsors from any and all liability from damages, injury or illness sustained or incurred while participating in the Willow Oaks Teens@Work Program.

- I hereby state that I am at least 18 years of age and the parent or the legal guardian of the minor listed below who is participating in the Teens@Work Program.
- I understand that I and my family enter the program at our own risk. I take full responsibility for the safety, conduct, and well being of my family and/or anyone assigned guardianship.

WORA and its owners, employees or agents, shall not be liable for any damage whatsoever arising from any personal injury, property loss or damage sustained by me or my family. Participants and parents assume full responsibility for all injuries and damages which may occur while participating in the Teens@Work Program. I do hereby fully and forever release, discharge, and hold harmless WORA, all associated facilities and its owner, employees, and agents from any and all claims, demands, damages or rights of action, present or future, resulting from any person's while participating in the Teens@Work Program.

Parent signature: _____ Date: _____

Teen signature: _____ Date: _____

When an work order is submitted by a **Neighbor in Need**, we will match the teens best suited for the task and supply the PARENTS with the neighbor's contact information. It is up to the teens, parents and neighbor, to negotiate terms of employment and payment.

JOB APPLICATIONS can be dropped off at the Willow Oaks Pool or delivered or mailed to Melissa Savage at 303 Tenderfoot Court, Hampton, VA 23669. Leave them in the white box on the front porch. **Questions?** Feel free to contact Dorrie Thompson at **thompson.dorrie@gmail.com** or Melissa Savage at **melissa@melissasavage.com**.