

# Employment & Opportunity Guide for Minneapolis Youth Spring/Summer, 2017



## EMPLOYMENT

### [Cookie Cart](#)

Teens, 15-18, receive work, life and leadership skills through experience and training in a bakery.

### [Conservation Corps](#)

Afterschool program for ages 15 to 18. Gain job skills, learn about ecology, and earn money doing community service.

### [Growing Good](#)

Teenage work experience program for urban teens.

### [YMCA](#)

Jobs for ages 16+ as child care aides, lifeguards, SAC program staff, swim instructors. Internships also available.

### [Minneapolis Park & Recreation](#)

Summer and 17-week school-year employment programs for youth, 14-24.

### [Hennepin County Library](#)

Jobs for teens will be posted when they are available.

### [STEP-UP](#)

Paid summer internships for Minneapolis youth ages 14-21. The 2017 application deadline was February 10, 2017.

### [Tree Trust](#)

Summer Youth Employment, Young Adult Conservation Corps, YouthBuild, and Youth & Young Adult Services.

### [YouthCARE](#)

Youth employment opportunities posted on the website.

### [Youth Farm](#)

Farming and leadership program for youth ages 9 to 24.

### [Juxtaposition Arts](#)

Develop the technical drawing skills necessary to be hired and succeed as an apprentice in a JXTALab or Studio.

### [MIGIZI Youth Futures Program](#)

For Minneapolis American Indian youth, ages 14-21.



## HOW TO LOOK FOR A JOB

### **Network:**

- Ask friends, classmates, church members, relatives, and teachers if they know of job openings or if they have suggestions of places to look.
- Tell those you know that you are looking for a job and describe your strengths and skills.
- Give those you know your contact information in case something comes up. Thank them for their help.

### **Resume:**

- Put together a simple resume.
- Even if you have no work experience, you can give the employer an idea of your strengths and skills.
- Find resume writing tips at the library or online at [CAREERwise](#).

### **Job Search:**

- Keep your eyes open for "help wanted" signs.
- Check local newspapers' "help wanted" ads.
- Visit employer and employment websites.

### **Contact Employers:**

- Call or visit employers. Ask to talk to the manager.
- Introduce yourself and tell the manager that you are looking for a job. Describe a couple of your skills.
- Ask if you can fill out an application. If there are no openings, ask if you can fill out an application for future openings.
- Thank the manager by name.

## OTHER RESOURCES

### **Minneapolis WorkForce Centers**

Find classes, trainings and job fairs at a WorkForce Center.

- [Minneapolis South WorkForce Center:](#)  
777 East Lake Street, Minneapolis, 612-520-3500
- [Minneapolis North WorkForce Center:](#)  
800 West Broadway, Minneapolis, 612-299-7200

### **[City of Minneapolis Job Seeker Bulletin](#)**

Learn about job openings, job training, job fairs, job search tips and resources through a bi-monthly e-newsletter.

### **[Steer Your Career](#)**

Find 75+ programs for youth, ages 14-21.

### **[Everything You Need to Apply for a Job](#)**

Before you apply for a job, a driver's license, or a state ID, there are documents or identifications that you will need.

## VOLUNTEER OPPORTUNITIES

[Science Museum of Minnesota](#)

[Hennepin County Library](#)

[Volunteer Match](#)

[Animal Humane Society](#)

[Hands On Twin Cities](#)

[Minnesota Youth Council](#)

## JOB SEARCH HELP

[Minneapolis Youth Works](#)

Minneapolis Youth Works helps Minneapolis youth and young adults learn academic, life and work skills, identify career paths, and achieve meaningful employment. The program serves out-of-school youth ages 16-24 and in-school youth ages 14-21.

Shirleen at American Indian OIC  
612-341-3358 ext. 117, 1845 East Franklin Ave.,  
Minneapolis, MN

Dayo at East Side Neighborhood Services,  
612-787-4043, 1700 2nd Street NE, Minneapolis, MN

Krystal at EMERGE Community Development  
612-787-3756, 1834 Emerson Ave. N, Minneapolis, MN

Tara at HIRED/Henry High School  
612-408-8319, 4320 Newton Ave. N., Minneapolis, MN

Kelley at HIRED/Youth Opportunity Center  
612-408-8527, 41 N. 12th Street, Minneapolis, MN

Autumn at Pillsbury United Communities-Waite House  
612-455-0385, 2323 11<sup>th</sup> Ave. S., Minneapolis, MN

Becca at RESOURCE, Inc.  
612-752-8826, 900 20th Ave. S., Minneapolis, MN

## JOB SEARCH HELP FOR HOMELESS YOUTH

[YouthLink](#)

GED tutoring and Goodwill Easter Seals employment counselors are available at YouthLink.

[Elpis Enterprises](#)

Job training, work experience and job placement for homeless or precariously housed youth ages 16-23.

## INTERNSHIPS

[Genesys Works](#)

High school juniors work for 12 months at a top company.

[Minneapolis Community Education: Shine On](#)

Paid internship for high school students.

[Urban Arts Academy](#)

Internships for youth ages 16 and over.

[Planned Parenthood: Reach One Teach One \(ROTO\)](#)

Ages 13-16 get leadership experience and make money.

[Children's Theater Company](#)

Receive free tickets, professional development and networking opportunities.

## CAREER TRAINING and EDUCATION

[Minneapolis Saint Paul TechHire](#)

Scholarship support for women and minority students.

[CAREERwise Education](#)

Explore careers, plan your education, and find a job.

[Job Corps](#)

Free career training for low income youth ages 16+.

[Minneapolis Fire Department Programs](#)

For 6 grade-20 years old.

[Dunwoody College Awareness Program](#)

Summer career awareness program for high school juniors and seniors.

[Food Safety Training](#)

ServeSafe credentials and experience in a licensed kitchen.

[American Red Cross](#)

Lifeguard and babysitting classes and certifications.

[360 Journalism](#)

Summer camps for aspiring high school journalists.

[Pathways to Emergency & Academy Career Experiences](#)

PEACE is a paid summer internship in one of these career fields: Fire, Police, Emergency Services, Law and Legal.

[YouthBuild](#)

Construction training with a weekly stipend for 16-24 year olds not enrolled in school and wanting to earn a GED.

**Employment & Opportunity Guide for Minneapolis Youth**  
produced by  
[City of Minneapolis Employment and Training](#)

Find updated copies of this guide here.