



# CITY OF CAMDEN 2023 YOUTH INTERNSHIP APPLICATION



## Application Instructions

We appreciate your interest in temporary internship with the City of Camden Department of Human Service's - After School Youth Internship Program. All forms require a signature and cannot be submitted electronically. Return completed applications to:

**City of Camden  
Department of Human Services  
N. Camden Community Center  
1000 N. 6<sup>th</sup> Street  
Camden, New Jersey 08102  
Phone: (856) 757-7285**

**Attn: Angelo Watson**

Complete each section of the application fully. Review all of the information to ensure it is correct. Failure to complete the application thoroughly could result in disqualification from the review process.

**Applications will be accepted and considered complete ONLY if each of the following items is submitted:**

- Complete Application
- Submit Copy of most recent report card
- Parents Proof of Income
- Complete W-4
- Complete I-9
- Complete Working Papers
- Social Security Card
- Birth Certificate

***\*In order to participate in the After School Youth Internship Program, you MUST be a returning high school student entering grade 12 or below AND were enrolled for the full 2023-2024 school year. \****

Application must be legible, complete and signed. Working Papers from the Camden City School District may be required before final commitment of program participation. Applicants may also be required to participate in an individual and/or group interview.

***All applications must be received by:***

***September 15<sup>th</sup> for Year Around Youth Employment and  
May 15<sup>th</sup> for Summer Employment***

**Please note: The above requirements are necessary for consideration in the After School Youth Internship Program only and carrying out the above requirements does not guarantee participation.**



# CITY OF CAMDEN

## 2023 YOUTH INTERNSHIP APPLICATION

### Seasonal Youth Employment Application



Print information in ink. Please include all information required, even if listed in your resume.

Personal Information	M/F	Grade	Birthdate	Age
Youth's First & Last Name:				
Home Address:		City: Camden	State: NJ	Zip:
Social Security Number		Home Phone Number:		
Cell Phone Number:		Email Address:		
U.S. Citizen:      Yes [ ]    No [ ]		If NOT, Visa # and expiration date:		

POSITION APPLYING FOR
Title: Youth Worker /Recreation Aide      Rate of Pay: \$13.50 per hour      Date Available: _____
EDUCATION
Highest Grade Completed: (K-12) _____      Diploma/G.E.D.      Yes _____ No _____
Trade Schools Attended: _____
Dates Attended: _____      Major: _____
Clubs/Sports/Interest/Hobbies: _____

YOUTH INTERNSHIP HISTORY
Have youth previously worked for the City of Camden?      Yes _____ No _____      If <u>YES</u> , list work location;
Work Location: _____      Phone #: _____

PARENT'S PROOF OF INCOME								
<b>A requirement of this activity/program is the provision of the following information, please circle all that applies to your household's circumstances:</b>								
Household Size:	1	2	3	4	5	6	7	8
Household income is below:	45,000	51,400	57,850	64,250	69,400	74,550	79,700	84,850
I have read and understand the above statements and I further attest that the information I have furnished is true and correct to the best of my/our knowledge.								
Parent/Guardian's Name (Print) _____			(Signature) _____			Date _____		

## APPLICATION ESSAY

*Applicant: Please answer the following questions as completely as possible. You may use additional sheets of paper to answer the questions. Employment applications received without the Application Essay and short answers to the following questions will be considered incomplete and make you ineligible for employment.*

1. What are your interests?
2. What do you hope to gain from this internship experience?
3. Give examples of activities that you enjoy doing. Briefly explain, why do you enjoy them?
4. What is a leader?
5. Do you have any special skills or strengths you'd like to share?
6. What would you like to learn to do (anything not work related)?
7. Talk about an accomplishment of yours that you are particularly proud of:
8. What are your future goals?

AFFIDAVIT OF RESIDENCE OF  
EMPLOYEE OF CITY OF CAMDEN  
(CITY RESIDENT)

STATE OF NEW JERSEY )

SS:

COUNTY OF CAMDEN )

I, \_\_\_\_\_, of full age, being duly sworn upon my oath  
(PRINT YOUR NAME)  
according to law, depose ad say:

I am an employee of the City of Camden, my present position is **Seasonal Youth Worker/Recreation Aid.**

I am a permanent resident of the City of Camden. My permanent home address is  
\_\_\_\_\_, Camden, New Jersey, this meaning the  
(PRINT YOUR ADDRESS)  
place at which I and my family live, and where I now intend to remain.

I am aware that Ordinance MC-1760 requires, as a condition of my employment, that I maintain my permanent residence and home in the City of Camden as long as I remain a City employee, unless specifically exempted under Section 1(c) thereof.

\_\_\_\_\_  
(Minor's Signature)

Sworn and Subscribed to  
Before me this \_\_\_\_ day  
of \_\_\_\_\_ 2023



**Notary Seal**