

Youth Conservation Corps Application

ALCS Summer 2018

Print all answers, in easily readable handwriting.

Name (Last, First, Middle Initial)

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Date of Birth (MM/DD/YYYY)

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Social Security Number

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Mailing Address (Street or P.O. Box)

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City

State

Zip

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Cell Number (if available, if not, then home)

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In Case of Emergency

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YCC T-Shirt Size
S, M, L, XL, XXL: _____
Email Address:

**NM Public Education Department
Career Ready Practices
10% of Semester Grade**

Career Ready Practices should be learned and reinforced in all career exploration, with increasingly higher levels of complexity and expectation as a student advances through their program of study.

Chose Two: (circle)

1. Act as a responsible and contributing citizen and employee.
2. Apply appropriate academic and technical skills.
3. Attend to personal health and financial well-being.
4. Communicate clearly, effectively and with reason.
5. Consider the environmental, social and economic impacts of decisions.
6. Demonstrate creativity and innovation.
7. Employ valid and reliable research strategies.
8. Utilize critical thinking to make sense of problems and persevere in solving them.
9. Model integrity, ethical leadership and effective management.
10. Plan education and career path aligned to personal goals.
11. Use technology to enhance productivity.
12. Work productively in teams while using cultural/global competence.

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The following Employment Terms and Conditions (“Agreement”) are accepted by Student concerning his/her employment by Aldo Leopold Charter School (“ALCS”) in its Youth Conservation Corps (YCC) Internship Project.

Student is: _____
(printed name)

And if student is under the age of eighteen his/her parent(s)/guardian(s) are:

(printed name)

(printed name)

The New Mexico State Legislature created the Youth Conservation Corps in 1992, with the purpose of promoting the education, success and well-being of the youth of New Mexico through the conservation and enhancement of the state’s natural resources and lasting community benefits.

ALCS has been awarded a contract by the State of New Mexico Youth Conservation Corps Commission to plan, design and manage a Youth Conservation Corp Project (“Student Internship Project”), which includes recruiting, employing, guiding and coordinating the work of ALCS students (“interns”) who have been selected for employment on a YCC Project crew. While employed by ALCS these students (“crew members”) will receive a job, life skills training, educational opportunities, and learn work ethics, as well as self-discipline and self-esteem as contemplated by the Youth Conservation Corp Act.

IT IS THEREFORE AGREED BY Student and (if student is under the age of 18) his/her parent(s)/guardian(s) that he/she understands and will abide by the following terms and conditions of Student’s employment by ALCS to serve as a YCC Project crew member and intern:

1. The Student affirms that he or she is between 14 and 25 years of age, is a permanent resident of the United States, and has resided in New Mexico for a minimum of 6 months.
2. Student will be paid at least applicable minimum wage for his/her work, is exempt from paying unemployment insurance and social security taxes. Student is not entitled to receive benefits such as leave, paid time off, etc.
3. Student affirms that he/she has no history of criminal or other antisocial behavior that might endanger his/her safety or that of others.
4. Student, prior to the first day of employment, will obtain a work permit if he/she is 14 or 15 years of age and provide a copy to the Internship Coordinator.
5. Student has a Social Security number or will demonstrate proof that he/she has made application for one on or before the first day of employment.
6. Student commits to giving his/her best effort and understands that there will be physical tasks that require hard work. Student agrees to report to work on time, follow directives of the YCC Project Supervisor, and participate in assignments given.
7. Student agrees to follow these rules and safety precautions:
 - Wear appropriate clothing (footwear, hat with a bill);
 - Bring ample water and food every work day;
 - Wear appropriate safety attire such as hard hats, gloves, and safety glasses as deemed necessary by his/her supervisor;
 - Remain on the work site over lunch and other breaks;
 - No cell phone or other electronic devices used except during breaks; and
 - Practice good safety as illustrated by his/her supervisor.
8. If Student does not maintain passing grades in his/her other classes, s/he may go to school on Friday to catch up with their other classes, but they will not receive hourly credit or pay for YCC, and still must obtain a minimum 72 hours work in YCC for the semester, or fail their internship. If Student does go to school on Friday, s/he must advise her Crew Supervisor and the Internship Coordinator.

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9. ALCS is an equal opportunity employer and will not discriminate and will employ eligible students without regard to social, economic, racial or ethnic backgrounds. Handicapped youth who can effectively participate in most YCC activities are eligible.
10. Student agrees that YCC Project Crew Supervisors have sole discretion to dismiss a student from his/her assignment for the day, if Student's work effort is unsatisfactory. Student will be sent home and not paid for time not worked.
11. Student acknowledges that if he/she misses three days of work in a semester, or shows up for work without the appropriate clothing and attire, he/she may be terminated from employment by ALCS.
12. Student understands that ALCS student conduct policies and rules apply to him/her while working on ALCS YCC Project crew and that violation of ALCS rules may result in consequences including termination of employment.
13. Student agrees to adhere to all rules that apply to the YCC Project including the following Drug and Alcohol Policy for YCC Crew Members:
 - Absolutely no possession, use, distribution, or being under the influence of drugs, alcohol, or another person's prescription medication, or using or possessing drug paraphernalia at all YCC Project work sites and related activities.
 - All YCC crew members and their parent(s)/guardian(s) must agree to Student being subject to random drug testing.
 - YCC crew members will not talk or otherwise communicate about illegal substances while at work.
 - In addition to random drug testing, if reasonable suspicion arises about drug or alcohol use or possession while YCC crew member is at work, the YCC crew member will be asked to submit to a drug test. If the YCC crew member refuses to take a drug test, or if there is a positive result, the YCC crew member will be terminated immediately. If the drug test is negative there will be no consequences.
 - If a YCC crew member is found in possession of illegal drugs or alcohol, local law enforcement authorities will be notified as well as minor YCC crew members' parents/guardians.
 - If a YCC crew member is fired for use of illegal substances, he/she may not work for ALCS YCC again.
14. Student understands that his/her employment may be terminated at any time for any reason ALCS deems appropriate.

STUDENT'S AND PARENT'S(S')/GUARDIAN'S(S') AGREEMENT TO EMPLOYMENT TERMS AND CONDITIONS:

I/we am familiar with the ALCS' YCC Student Internship Project and have read and understand these Employment Terms and Conditions. By my signature and my parent's(s')/guardian's(s') signature (if I am under the age of 18) below, I agree to these Employment Terms and Conditions that apply to ALCS's YCC Student Internship Project and certify that the information stated above is true and correct to the best of my knowledge as it applies to me. Incorrect statements constitute grounds for immediate dismissal. You have my permission to give this application to any YCC official for whose worksite I am selected.

(Signature of Applicant)

(Printed Name)

(Date)

(Signature of Applicant's Parent/Guardian)

(Printed Name)

(Date)

(Signature of Applicant's Parent/Guardian)

(Printed Name)

(Date)

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ALCS YCC Alternative Transportation

Summer 2018

Student's Name (please print): _____

How students are transported to and from school Monday through Thursday is determined by their legal guardian(s). On Fridays when students go to internships it is also left up to the legal guardian **EXCEPT** when a worksite is outside the city limits and a group of students is going to the same location. In this situation the students meet at the school and an authorized/trained driver will transport the students to and from work in a school vehicle. When the school provides transportation, it is expected that all students utilize this mode to increase safety and limit the variables with regard to transportation.

If a legal guardian approves of his/her child to transport him/herself to or from a worksite, the legal guardian must sign below. If another student is to ride with a student driver, both students' legal guardians must give permission by signing below.

For the Spring 2018 semester:

In the event that your child needs a ride to her/his YCC Work Site (and/or return to the school) what is the procedure you would like school staff to follow (please check just one):

- Allow your child to drive him/herself to and from the worksite.
- Allow your child to ride with another ALCS student or YCC Supervisor if they have a valid driver's license.
- Call you and ask your permission for your child to ride with XXX YYYY. If you chose this option please make sure we have **at least two telephone numbers** where we can call you or another guardian.
- Send your child home.
- Other. Please explain _____

Guardian Signature

Date

Guardian Printed Name

Phone Numbers: _____
