

**New England Farm Workers' Council**  
**205 High Street**  
**Holyoke MA 01040**  
**(413) 315-6133 ext 13**

**Workforce Investment Act (WIA) Program**  
**Request for Youth/Job Description**  
**FY 2016**

Worksite: \_\_\_\_\_ Telephone: \_\_\_\_\_

Address: \_\_\_\_\_ City/State/Zip \_\_\_\_\_

Contact Person: \_\_\_\_\_ Job Title: \_\_\_\_\_

Worksite Supervisor: \_\_\_\_\_ Telephone: \_\_\_\_\_

Total Number of Youth Requested: \_\_\_\_\_

Youth Job Title: \_\_\_\_\_

Required Job Duties/Job Description:

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Special Qualifications (if any):

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Youth Work Schedule: *Youth are able to work Monday – Friday, 3-5 hours per day for a total of 15 hours per week. Please list below the hours and days you need your youth to work.*

List Hours/Days that youth will be working with your Agency/Company:

Days per week: \_\_\_\_\_

Hours per day: \_\_\_\_\_

Signature/Title of Person Completing Form: \_\_\_\_\_ Date: \_\_\_\_\_