



**Administration**  
**Career & Family Services**  
383 Broadway, Suite B010, Fort Edward, NY 12828  
518-746-2391 | [www.leapservices.org](http://www.leapservices.org)  
Monday - Friday, 8am-4pm

## Summer Youth Employment Program | Worksite Response

**Name of Organization:** \_\_\_\_\_

**Address:** \_\_\_\_\_

Phone: \_\_\_\_\_ Point of Contact: \_\_\_\_\_

Email & Phone: \_\_\_\_\_

Number of Youth Requested: Minimum: \_\_ Maximum: \_\_ Youth Job Title: \_\_\_\_\_

Job Duties: \_\_\_\_\_

Skills Needed: \_\_\_\_\_

Number of Hours Requested: \_\_\_\_\_ [30 hours/week max]

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*Your partnership in this endeavor helps to build a stronger Washington County workforce, and prepares our youth for future growth and success. We could never do all that we do without your kindness and participation. Be sure to share with your network that you've joined teams with LEAP for our Summer Youth Employment Program.*

*Please complete this application and fax or scan back to **Kimberly Manney, Youth Employment Counselor**, at [kimberly.manne@leapservices.org](mailto:kimberly.manne@leapservices.org) as soon as possible. For more information, you can call 518-746-2391 x3!*