CityWorks would like to introduce you to the fields of architecture and urban planning, engineering and design, finance and accounting, marketing and communications, government relations, operations and environmental management, and art and design.

We would like to assist you in the pursuit for academic and professional success by preparing you for learning, job training, and post-secondary educational opportunities.
WHAT IS CITYWORKS?

CityWorks is a paid summer internship program for high school and college students from San Francisco's southeast neighborhoods. Starting after their junior year in high school, this program provides students with internship opportunities either at the San Francisco Public Utilities Commission (SFPUC) or with one of the SFPUC's private partners.

The internship targets students who live close in proximity to the Southeast Wastewater Treatment Facility and who are motivated to pursue careers related to architecture and urban planning, engineering and design, finance and accounting, communications and government relations, operations and environmental management, or art and design.

CityWorks interns will work with professional mentors and gain valuable skills necessary for both academic and professional success. Interns will also have opportunities to attend field trips to various locations to better understand the city's water, power, and sewer infrastructure.

WHO IS ELIGIBLE FOR CITYWORKS?

Applicants must meet ALL of the following requirements:

- Resident of San Francisco’s District 10 - zip codes 94124, 94134, and 94107. Target neighborhoods: Bayview-Hunter’s Point, Visitacion Valley, Sunnydale, Potrero Hill
- Currently enrolled as a junior or senior in high school OR a first time college freshman
- Will be at least 16 years of age by June 1, 2020
- Ability to work 20 hours a week during the summer

For more information on CityWorks, check out the following link: www.sfwater.org/cityworks
"CityWorks has been a really good experience; It has matured me a lot for the professional world. I've grown as an intern and it feels good to have a better understanding of where I want to go professionally."
-Ayanni, 2019 CityWorks Intern
San Francisco State University

"This summer I got to experience my dream career. Through the internship, I made connections with many different people that inspire me and will help lead me to become an engineer."
-Jingyu, 2018 - 2019 CityWorks Intern
UC Davis

"The CityWorks program kick started my professional career while I was in high school. It really gave me the knowledge and confidence to continue to explore different career paths throughout college and find my way. I'm thankful for the continued support and mentorship that I've received through CityWorks."
-Victoria, 2013 - 2015 CityWorks Intern
Paul Quinn College Graduate- B.A. Business Management
☐ **Identification Documents**
Applicants must include a hard copy of the following two documents:
- Proof of School (Printout of your class schedule that shows your name and semester, letter from your school, or school ID card with photograph and current year)
- Proof of Age (California ID card, driver’s license, U.S. passport, permanent resident card, or birth certificate)

☐ **2020 CityWorks Application Form**
Please fill out the attached form. Incomplete or late forms will not be accepted.

☐ **Application Essay**
Essay must be typed, size 12 point font, and at least 350 - 500 words. Please attached typed essay to application.

☐ **Commitment and Consent Form**
Please fill out the attached form. Incomplete forms/missing signatures will not be accepted.

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**Applications Due: March 27, 2020 by 5:00pm**
Complete the online application or submit a hard copy application to Joshua Harrison at Young Community Developers
1715 Yosemite Avenue San Francisco, CA 94124

*Online application available at www.sfwater.org/cityworks*
### PERSONAL INFORMATION

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### DEMOGRAPHIC INFORMATION

Ethnicity/Race: (Please check all that applies)

- African American/Black
- Asian
- Caucasian
- Hispanic/Latino
- Middle Eastern
- Native American
- Pacific Islander
- Other (Not listed, please specify): [Box to specify other ethnicity]

### SCHOOL INFORMATION

- Current School:
- Grade Level: ___________  Cumulative GPA: ___________
- College Students - Major of Study:
### SUMMER 2020 CITYWORKS APPLICATION

### WORK/VOLUNTEER EXPERIENCE

Have you participated in CityWorks in the past?

- [ ] Yes. What year(s)?
  
- [ ] No.

Have you participated in any of the following other youth employment programs in the past?

- [ ] MYEEP
- [ ] YOUTHWORKS
- [ ] PROJECT PULL
- [ ] SFUSD CTE

### INTERNSHIP AREA OF INTEREST

Please rate your top three (3) choices from 1 - 3, number 1 being your top choice.

<table>
<thead>
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<td>OPERATIONS &amp; ENVIRONMENTAL MANAGEMENT</td>
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<td>MARKETING &amp; COMMUNICATIONS</td>
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### ESSAY

Essay must be typed, size 12 point font, and at least 350 - 500 words. Essay must be attached and submitted with this application.

Returnees may not submit essays from previous years. Re-submission of past essays will not be accepted.

Explain how working with CityWorks aligns with your academic and/or career goals. Explain your skills, knowledge, and/or classes you have taken that make you a qualified intern. Describe one situation in which, because you took initiative, the result of your effort was a success.

*Returning Applicants: Answer the prompt above, as well as - Describe how taking part in CityWorks has helped prepare you for a professional work environment and what you are hoping to gain from the internship this year.*
INTERN COMMITMENT & CONSENT

If accepted into the CityWorks Internship Program you are expected to fully participate in all program activities.

Please sign below to indicate your commitment and acceptance to the following:

- Fully and actively participate in all program activities (Monday - Friday) for the 2020 Summer, June 8, 2020 - August 14, 2020.
- Attend work regularly (20 hours per week) and be responsible for scheduling and notification.
- Take responsibility for transportation to and from work sites and all associated activities.
- Complete all assignments and projects assigned to you by YCD Staff, worksite supervisors, and other authorized personnel.
- Behave according to standards of conduct set forth by YCD staff and assigned worksites.
- Dress professionally.
- Consent to take pictures/videos to document program activities. Photos/videos may be used in brochures, newsletters, online, and/or other program materials.

Applicant's Name (Please print): 
Applicant's Signature: 
Date: 

(PARENT GUARDIAN CONSENT) (If applicant is under 18)

By signing below, you are acknowledging the following:

- I am aware of and consent to my child's participation and commitment to the program.
- I understand that any intern may be terminated based on work performance, attendance, interest, or other factors.
- I understand that interns are committing to maintain a regular (20 hour) work schedule throughout Summer 2020.
- YCD staff may contact me regarding my child's participation and commitment.
- I consent for my child take pictures/videos to document program activities. Photos/videos may be used in brochures, newsletters, online, and/or other program materials.

Parent/Guardian's Name (Please print): 
Parent/Guardian Signature: 
Phone Number: 
Date: 