

Title: Employment and Education Requirements
Issued By: Rights of Passage
Applies To: Program Services

I. POLICY

Youth in the Rights of Passage (ROP) will be supported to find and maintain meaningful employment, pursue their education or engage in the combination of both.

II. PURPOSE

To provide a consistent structure that will enable youth to meet their employment and/or educational goals.

III. PROCEDURE

Unless specified otherwise, the Key Youth Worker (KYW) is responsible for the following tasks –

- A. Discuss with youth the specific support needed to comply with their employment and/or educational plan;
- B. The assigned Case Manager will establish a Special Covenant on Unemployment Status if the youth –
 - 1. Becomes unemployed while at ROP;
 - 2. Is not eligible or encouraged to go on Income Assistance (IA) or Employment Insurance (EI);
 - 3. Is not enrolled in a full-time educational program; or
 - 4. Is not on a special plan related to mental health and/or addictions issues.
- C. Ensure that the Special Covenant on Unemployment Status is goal-oriented and has time-specific job search plan.
- D. Youth on Unemployment Status are required to do the following –
 - 1. Receive an 8:00am wake-up call from Monday to Friday;
 - 2. Conduct a job search;
 - 3. Must be actively engaging with their case plan between 9:00am and 4:00pm from Monday to Friday;
 - 4. Record efforts in a Job Search Record form or an alternate form of accountability created with the assigned Case Manager;
 - 5. Schedule a regular check-in with the KYW to review the Job Search Record; and
 - 6. Abide by the curfew set in Step 1.
- E. When another employment is obtained, youth will resume compliance with current step requirements and be entitled to the associated privileges.