

# Yale University

## President's Public Service Fellowship

### Proposal for Fellowship Placement Summer 2023

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#### Organization information

<i>Name of organization</i>	Youth Entrepreneurs
<i>Full street address</i>	1441 Dixwell Ave
<i>Website or link to social media page</i>	<a href="https://youthentrepreneursct.com">https://youthentrepreneursct.com</a>

#### PPSF Fellow's direct supervisor

*The supervisor must be available to supervise Fellow on a daily basis.*

<i>Name</i>	Laquita Joyner-McGraw
<i>Title</i>	Executive Director
<i>Cell phone number</i>	2033921710
<i>E-mail address</i>	<a href="mailto:laquitamcgraw@youthentrepreneursct.com">laquitamcgraw@youthentrepreneursct.com</a>

**Placement dates (8-11 weeks between Tuesday, May 30, 2023 through Friday, August 11, 2023)**

June 12-August 11

**Are placement dates flexible? Are there any dates on which your Fellow must work?**

No

**Proposed work schedule (*work week should equal and not exceed 37.5 hours per week*)**

37.5 hours per week.

**Organization description (*mission statement, population served. 1,000 characters or less*)**

Youth Entrepreneur is a 501(c)(3) non-profit organization that encourages and supports entrepreneurship programming for New Haven youth. Through our programming, students gain access to learning about business skills training, startup funding, and mentorship that develops their business acumen, furthers their personal and professional development and fuels their entrepreneurial spirit.

**Write a 1-2 sentence summary of the work that the Fellow would be conducting (500 characters or less).**

Youth Entrepreneurs is looking for an energetic and engaging instructor to lead a youth entrepreneurship program in the New Haven area. The instructor will teach basic business, STEM, and social justice concepts, lead students in interactive group activities, and facilitate internal and external communication.

Teaching will consist of two sessions per day. All teaching will occur in person.

**Write a more complete description of the specific project you propose and list the duties/outcomes expected of the Fellow.**

Essential functions and responsibilities:

- Collaborate with other facilitators and academic/career counseling staff to create dynamic lessons, including lesson plans and materials, to facilitate employment readiness curriculum.
- Deliver vocational lessons about entrepreneurship to young adults engaged in work readiness programming.
- Oversee a project-based learning initiative with young adults engaged in work readiness programming.
- Accompany and oversee young adults at partner organizations to complete vocational training.
- Help promote workforce readiness standards for appropriate behavior through adept classroom management.
- Establish and maintain a daily schedule of instruction.
- Document participants' progress through an internal grading system and enter case notes as required.
- Attend staff meetings and participate in case conferencing and other programmatic activities as needed.
- Additional related responsibilities may be assigned.

**Responsibilities and Duties**

- Facilitate and assist in summer program workshops, including implementing new or existing Entrepreneurship curricula.
- Handle questions, comments, and complaints regarding education programs and events professionally and tactfully.
- Attend mandatory employee-training programs and other training/meetings as scheduled.

## **Training**

Before the program start, instructors will receive training in Entrepreneurship, the STEAM curriculum needed for the program allocated to them.

Satisfactory completion of training is required for all instructional staff.

## **List specific skills/experience required for the project**

- Willingness and enthusiasm to be trained to facilitate introductory workshops in Entrepreneurship, Social Justice, STEM, and Arts
- Ability to work and collaborate efficiently via Google Online Suite: Google Drive, Google Docs, Google Sheets, etc.
- Experience completing introductory STEAM projects targeted for middle or high-school levels.
- Experience teaching/leading school-aged children in hands-on activities
- [Plus] Prior experience in Core STEAM activities: Coding (Computer Science) or Engineering
- Minimum 1 year of teaching/facilitation experience.
- Minimum 1 years experience working with students between the ages of 12-18.
- Ability to collaborate and work well on a team.
- Experience creating and developing creative lessons and curriculum a plus.

**Additional requirements (e.g. a car or weekend working hours). If a car is required, include information regarding parking arrangements and mileage reimbursement.**

N/A

**Briefly describe any work that Yale PPSF Fellows have done with your organization in the past and present. If you have not worked with Yale**

**Fellows, describe any work that Yale students have done with your organization.**

In July, YBPA members (Aileen, Chrystal and Kristyn), other Yale folks (Prof. Harold Schez, PhD student Elizabeth Lin, Postdoc Katherine Bate) and a software engineer at LinkedIn (Chidi Nwaka) talked to the students both virtually and in-person talk.

After the initial talks and demonstrations, Aileen further worked with the Youth Entrepreneurs to help the students prepare their presentations as well as judge their presentations.