



## 2014 Summer Youth Lawn Care Service

### Timeline

DRAFT

Date	Activity	Location	Explanation
Week of May 12 -	Meet with LISC		Determine funding/sponsorship
May 15	Meet with Public Works	Public Works	Number what lots and where they will be mowed Start and Stop Date of Program Is there a contract/MOU to be signed Payment schedule What role Public Works will Press conference date to launch the program
May 15 <sup>th</sup>	Recruitment for Program Manager		Doretha Jamison can help with recruiting.  She will help coordinate training
May 16 <sup>th</sup>	Post Job Description	Central High School ReBound Basketball Boys & Girls Clubs Don't Shoot – K. McCavitt Workforce Network New Beginnings Church Children's Home	
May 24 <sup>th</sup>	Interview Program Manager	METEC	Interview program manager candidates Cheryll will vet candidates
May 26 <sup>th</sup>	Vetting lawn technicians	POF	Jane Genzel
Monday, May 26 Memorial Day	Interview youth	First choice: New Beginnings Church Second choice would be East Bluff Comm Ctr	
Tuesday May 27	Interview final candidates for Program Manager	METEC	Cheryll and Jane
Wednesday May 28 <sup>th</sup>	Interview candidates for South Side	METEC	Cheryll Boswell, Jane Genzel, and program Manager
Monday June 2 2014 9:00am 2:00pm	Youth employee orientation/ training Soft skill training	METEC	Ebony Jones – Review employee handbook Doretha Jamison Soft Skills Training
Tuesday June 3 9:00am-2:00pm	Youth employee training	METEC	Public Works: Operating Equipment Safely How to cut grass Program Manager:
Wednesday June 4 <sup>th</sup>	Start mowing grass	East bluff	