

Drop-in hours are **10:00AM to 5:00PM**

If you are dropping in, please bring the following required documents:

1. **Social Security card**
2. **Birth certificate**
3. **New York State identification**
4. **Proof of address within the last 6 months (Ex: utility bill, bank statement, etc.)**

## ABOUT CHINESE-AMERICAN PLANNING COUNCIL

CPC was founded as a grassroots, community-based organization in response to the end of the Chinese Exclusion years that coincided with the War on Poverty and the vast influx of Chinese immigrants after the Immigration Reform Act of 1965. Initially, CPC founders volunteered and counseled families referred by local schools and then as the agency developed, provided case management services to help recent entrants adjust to their new homes.

CPC has since become one of the largest providers of social services for Asian Americans in New York. In pursuing our mission, CPC has developed and continues to administer a wide range of services for all immigrants, children, young adults, and senior citizens.



**CHINESE – AMERICAN PLANNING COUNCIL  
BROOKLYN BRANCH**



Website: [www.cpc-nyc.org](http://www.cpc-nyc.org)



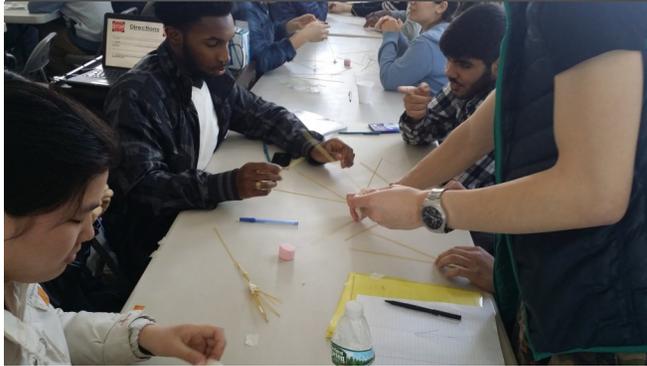
**CHINESE– AMERICAN PLANNING COUNCIL  
YOUNG ADULT INTERNSHIP PROGRAM**



**CPC – BROOKLYN BRANCH**

Young Adult Internship Program  
4101 8th Avenue , 4th Floor  
Brooklyn, NY 11232  
Email: [YAIPBK@cpc-nyc.org](mailto:YAIPBK@cpc-nyc.org)

## YOUNG ADULT INTERNSHIP PROGRAM



The **Young Adult Internship Program (YAIP)** is a paid youth development program, which aims to provide young adults with experiences and tools to ensure long-term success.

It's purpose is to assist youth in making a successful transition into healthy adulthood and economic independence.

## ELIGIBILITY

In order to participate in YAIP, participants must:

- Be a **NYC resident** of one of the **5** boroughs
- Be between the ages **17-24**
- Not be employed
- Not be enrolled in an accredited school or training program
- Not have an Associate's or Bachelor's degree

## PROGRAM STRUCTURE

The **Young Adult Internship Program (YAIP)** provides young adults with the opportunities and resources needed to join our nation's workforce. Upon completion of the internship, follow-up services are provided to ensure participants are equipped to become successful.



The program is composed of **3 phases**:

- 1) **Orientation phase**
- 2) **Internship phase**
- 3) **Follow-up phase**

## ORIENTATION

The first phase of our program is a paid orientation period for **2 weeks** totaling **25 hours** a week.

The purpose of orientation is to:

- Assess individual work-related skills and identify strengths and areas for improvement
- Develop an individualized strategy
- Receive pre-internship training to help participants operate effectively in an academic or work setting

For training, participants will take part in educational workshops that teach financial literacy/budget planning, work-readiness skills, and learn about topics that include workplace etiquette, career exploration, educational opportunities and healthy living.

## INTERNSHIP

YAIP is a **14 week paid internship** where participants will gain valuable work experience and develop work-related skills.

Based on individual strengths and interests, the youth will be placed in one of the many worksites where they can earn **up to \$3850** throughout the program. Each week, they will be placed at their internship for **20 hours** and attend **5 hours** of educational workshops for a total of 25 paid hours.

## FOLLOW-UP

After completing the internship, participants will receive follow-up services for **9 months** where we will assist in their transition to training, higher education, or employment.

### **Interested in joining us?**

If this program is right for you, please give us a call or send us an email.

**Phone:** (718) 685-3315

**Fax:** (718) 567-0397

**Email:** YAIPBK@cpc-nyc.org