



CITY OF TITUSVILLE, PENNSYLVANIA

# Youth Corps



## **OVERVIEW:**

The Titusville **Youth Corps** is an ambitious new program designed to connect students with the pressing needs of our community through public service. Selected applicants will be assigned a service placement based on their expressed areas of interest, working alongside City officials and local non-governmental organizations. As a result, these passionate and talented young people will be connected to the areas that need their skills the most.

This program offers students the opportunity to work alongside community leaders and become acquainted with how local government works, giving them the chance to learn valuable skills and provide their input and service on a range of issues currently facing our City. This offers a mutually beneficial relationship between students and the City by allowing local officials to serve as mentors to the students who will one day become leaders within our community.

The City of Titusville believes that cooperation between youth, government, and the community is crucial in building a brighter and more prosperous future for all. Therefore, the City of Titusville is looking for passionate and dedicated students who would like to serve in the **Youth Corps**.

## **PROGRAM GUIDELINES:**

- Applicants must be High School or College students currently residing within the Titusville Area School District.
- Selected applicants will receive a personalized service placement based on their expressed skills, interests, and local community needs.
- Selected applicants will work with their relevant supervisor to establish a schedule and routine for their service placement.

- Selected applicants must regularly attend their service placement and record their service hours. *(Candidates must have a valid reason if unable to attend their placement and must notify the City Manager or relevant supervisor in advance.)*
- Selected applicants must take the Youth Corps Oath of Service.
- Selected applicants are strongly encouraged to attend local community events.
- Selected applicants are encouraged to participate in discussions and give input concerning issues facing the City.
- Selected applicants are encouraged to attend meetings, ask questions, and give feedback.

Any student who would like to participate as an intern in the Titusville **Youth Corps** should complete an application and return it to the City Manager's office at Titusville City Hall, 107 N. Franklin St., Titusville, PA 16354. Applications can also be emailed to Kasey Archer, Administrative Assistant to the City Manager, at [adminservices@cityoftitusvillepa.gov](mailto:adminservices@cityoftitusvillepa.gov). Applications are available at Titusville City Hall and on the City of Titusville website at [www.cityoftitusvillepa.gov](http://www.cityoftitusvillepa.gov).

CITY OF TITUSVILLE, PENNSYLVANIA

# Youth Corps

Dear applicant:

Thank you for your interest in the Titusville **Youth Corps**. This program is a unique opportunity for local students to serve within the community to address important issues.

As a member of the Titusville **Youth Corps**, you will have the opportunity to help shape our community by getting involved in meaningful projects and giving a voice to the next generation, all while learning about the inner workings of local government.

If you are ready to take on the many challenges and possibilities facing our community today, complete this application for the Titusville **Youth Corps** and return it to the City Manager's office at Titusville City Hall 107 N. Franklin St., Titusville, PA, 16354. Applications can also be emailed to Kasey Archer, Administrative Assistant to the City Manager, at [adminservices@cityoftitusvillepa.gov](mailto:adminservices@cityoftitusvillepa.gov).

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**APPLICATION FOR THE TITUSVILLE YOUTH CORPS**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Grade/Year (*Fall 2024*): \_\_\_\_\_ Shirt Size: \_\_\_\_\_

**Placement Preferences:**

Select at least two (2) areas in which you would be interested in working:

- Parks & Recreation:** Work with the City and local organizations to maintain and utilize our city parks. Tasks may include planning new programs and initiatives to promote outdoor recreation, cleanup and maintenance of City facilities and assisting with community events in our City parks.
  
- Economic Development:** Work with the City and local organizations to promote business and investment in the City of Titusville. Tasks may include planning community events, outreach to local small businesses, and pursuing grant funding to enhance Titusville's downtown.
  
- Water / Wastewater:** Work with the City of Titusville's Water or Wastewater Departments, learning about the systems of water distribution and maintenance within the City under the supervision of the Water supervisor or Wastewater supervisor. Tasks may include data entry, routine maintenance, and planning.
  
- Public Arts & Placemaking:** Work with the City and local organizations to create public artwork and liven up our downtown. Tasks may include planning new public art projects, assisting with community events, outreach to local artists, and promoting the arts and culture of the Oil Region.
  
- Benson Memorial Library:** Work with the staff of the Benson Memorial Library to assist in the daily work of the library. Tasks may include community outreach, assisting with programs, organizational efforts, and office work.
  
- Community Events:** Work with the City and local organizations to plan and promote local community events. Tasks may include planning for Titusville Oil Festival, organizing local grand openings and ribbon cutting events, and planning new events to help draw business, tourism, culture, and the arts to the City of Titusville.

- Public Safety:** Work with the Titusville Fire Department (TFD) and Titusville Police Department (TPD) under the supervision of the Titusville Public Safety Commissioner, Dustin LeGoullon. Tasks may include community outreach, coordinating safety plans for local community events, organizing data and records, and educational ride-alongs with both TFD and TPD.
  
- Administration:** Work with the many departments housed in Titusville City Hall, including the office of the City Manager, City Services, and the Titusville City Council. Tasks may include attending important meetings on City policy and planning, organizing community events, organizing data and City records, overseeing City projects and programs, and assisting City officials in the daily work of City government.
  
- Maintenance & Projects:** Work with the Titusville Department of Public Works (DPW) or the Titusville Redevelopment Authority (TRA). Tasks may include planning upcoming projects, assisting in maintenance of City or TRA facilities, attending important meetings on new projects and policy, and touring the various facilities of the City of Titusville.
  
- Social Services:** Work with local community organizations to serve the needs of our City's residents. Tasks may include assisting with community programs, planning upcoming projects, and serving residents in need.

**Personal Experience:**

List up to four school activities in which you participate:

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List up to three extracurricular, volunteer, or community activities in which you are active:

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List any honors or awards you have received:

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List any current work experience, if applicable:

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List your post-graduation plans (*if known*):

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**References:**

List two references who can attest to your professional, educational, or personal character:

Personal Reference:

School or Community Reference:

Name:

Name:

\_\_\_\_\_

\_\_\_\_\_

Phone:

Phone:

\_\_\_\_\_

\_\_\_\_\_

Email:

Email:

\_\_\_\_\_

\_\_\_\_\_

Acknowledgments:

- I acknowledge that I have filled out this application on my own and that everything in this application is truthful and accurate.
  
- I understand that if I am selected to serve as a member of the **Youth Corps**, I will accept this position with responsibility and fulfill all duties and expectations to the best of my skill and ability.
  
- My parent/guardian acknowledges and supports my application for the Titusville **Youth Corps**. *(For applicants under 18 years of age)*

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
*(For applicants under 18 years of age)*



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# **Youth Corps**

This Program is offered in partnership with the following local organizations and agencies:

**THE CITY OF TITUSVILLE, PENNSYLVANIA**

**TITUSVILLE COUNCIL ON THE ARTS**

**ASSOCIATED CHARITIES**

**UNITED WAY OF THE TITUSVILLE REGION**

**TITUSVILLE CHAMBER OF COMMERCE**

**TITUSVILLE COMMUNITY DEVELOPMENT AGENCIES**

**ASSOCIATED CHARITIES**

**BENSON MEMORIAL LIBRARY**