



**Crawford County**

A proud partner of the  
American Job Center network



**Goodwill Industries**

Serving Marion, Delaware, Union, Crawford, and Morrow Counties

### Participant Worksite Agreement

*(Each Participant will need a separate Participant Worksite Agreement)*

*This Agreement is entered into by:*

- 1) OhioMeansJobs-Crawford County (Program Operator)
- 2) Goodwill Industries (Program Operator)
- 3) Bucyrus High School (Worksite)
- 4) Bucyrus City Schools (Participant)

|                                                        |                                                         |
|--------------------------------------------------------|---------------------------------------------------------|
| Business Name: <u>Bucyrus High School</u>              | Business Address: <u>170 Plymouth St. Bucyrus, (</u>    |
| Worksite Address: <u>900 W Perry St.</u>               | City: <u>Bucyrus</u> State: <u>Oh</u> Zip: <u>44820</u> |
| Worksite Contact Person: <u>Tamara Wallace</u>         | Phone: <u>(419) 562-4045</u> Alternate: _____           |
| Worksite Contact Person: <u>Timothy Souder</u>         | Phone: _____ Alternate: _____                           |
| Number of Clients Worksite is willing to accept: _____ |                                                         |

For the purpose of work-related activities under one or more of our workforce development programs (CCMEP Youth, WIOA Adult/Dislocated, Etc.).

Under this Agreement, participants may be provided with job shadowing opportunities, and/or paid or unpaid work experience opportunities. Job shadowing will allow participants to be exposed to occupational areas of interest to increase career awareness. Job shadowing is a short-term unpaid activity. Paid work experiences will allow participants to develop basic work habits, learn occupational skills and/or gain valuable work experience that will assist the participant in obtaining unsubsidized employment in the future.

This Agreement provides the following assurances:

- Appropriate standards for a healthy and safe work environment will be maintained at all times.
- All activities will be in compliance with current Fair Labor Standards.
- All Ohio minor labor laws will be followed if the participant is under the age of 18 and subject to these laws.
- Participant will not displace any regular employee by participating in the program. This includes partial displacement such as reduction in work hours, wages, benefits, or overtime.
- The worksite will provide meaningful work experiences to keep participants fully occupied during working hours.
- The worksite will provide adequate full-time supervision of each participant by qualified supervisors.
- There will be adequate accountability for participant time and attendance.
- There will be sufficient equipment and/or materials provided to carry out assignments.
- The program participant will comply with all worksite policies and standards of conduct.
- Participants will not perform work at worksites which include any political activity, religious workshops or sectarian instruction.
- This agreement will be maintained at the worksite and available for review by federal, state, local area agent and program operator monitors.



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Participant Name: Bucyrus City Schools

Expected Start Date: \_\_\_\_\_ Expected End Date: \_\_\_\_\_

Renumeration: \$11.00 per hour

Name of Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_

Name of Alternate Supervisor: (Optional): \_\_\_\_\_

Dress Code Required: (may attach policy)

Closed toed shoes, clean pants (shorts acceptable if supervisor allows) and clean t-shirt

Job Title: Cusodian Aid

**Tasks/Duties:**

- 1) Cleaning school furniture and fixtures
- 2) Sweeping and mopping school floors
- 3) Assisting custodial staff with any other light custodial duties
- 4) Moving furniture items such as desks, tables or chairs
- 5) \_\_\_\_\_
- 6) \_\_\_\_\_
- 7) \_\_\_\_\_
- 8) \_\_\_\_\_
- 9) \_\_\_\_\_
- 10) \_\_\_\_\_
- 11) \_\_\_\_\_
- 12) \_\_\_\_\_

Has the worksite obtained Union Concurrence for positions covered by collective bargaining? ☐ Yes ☐ No ☒ N/A.

If yes, please have Union Representative sign below signifying concurrence.

**Nepotism:**

In order to avoid any perceived or real conflicts of interest, participants may not be placed at worksites owned/operated by relatives. For the purpose of this policy, relatives are defined as individuals related by blood, marriage, or legal action. Examples: Spouse, Mother, Father, Son, Daughter, Sister, Brother, Mother-In-Law, Father-In-Law, Sister-In-Law, Brother-In-Law, Son-In-Law, Daughter-In-Law, Stepparent, Stepchild, Aunt, Uncle, Nephew, Niece, Grandparent, Grandchild, or Cousin. Also includes Domestic Partners.

**Participant Disclosure:**

☐ Yes ☒ No I am related to someone at this worksite.

If yes, name and relationship of individual: \_\_\_\_\_

*This agreement may be terminated for violation of any part of this agreement.*



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**Signatures:**

Name of Worksite Representative:

Jaivir Singh

Signature:

*Jaivir Singh*

Date:

6/20/22

Name of Program Representative:

Signature:

Date:

Name of Participant:

Signature:

Date:

Name of Parent/Guardian: (if required)

Signature:

Date:

Name of Union Representative: (if applicable)

Signature:

Date:

Please send completed agreement to:

OhioMeansJobs-Crawford County Fax: 419-562-7970 or email [benjamin.may@jfs.ohio.gov](mailto:benjamin.may@jfs.ohio.gov)

Questions: 419-562-8066

Goodwill Industries Fax: 740-251-6164 or email [jvanderhoff@mariongoodwill.org](mailto:jvanderhoff@mariongoodwill.org)

Questions: 740-262-0770

Approved  
*Jaivir Singh* 6/20/22