

**Boys & Girls Club of Green Bay, Wisconsin**

[bgcgb.org](https://www.bgcgb.org/)

This Club organization developed the [Teens2Work](https://www.bgcgb.org/signature-initiatives.html) program to equip underserved teens ages 14 to 18 with essential workforce skills to help them become self-sufficient. The program prepares teens with the skills to successfully compete for work and be a better employee once hired.

Members at two Clubhouses progress through the three-step, sequential Teens2Work program, which uses Boys & Girls Clubs of America program resources. Each site has a dedicated teen space with job postings on display, a job interview apparel closet, and materials for printing resumes and writing thank-you notes. Teen participants have opportunities to explore career and college options, network with local employers, and participate in job shadowing experiences, workplace tours and guest speaker presentations. In CareerLaunch, teens learn about career goal setting, workplace etiquette and resume/cover letter writing. In Money Matters, teens learn about personal financial responsibility and literacy, budgeting, interest accrual, and credit scores. Junior Staff is an in-Club work-based learning experience in which teens apply their employability skills in a paid position for 10 weeks.

For younger teens ages 14 and 15, the program focuses on exposing them to meaningful volunteer engagement opportunities in the Club and community, including project-based service learning and job shadowing experiences. For older teens ages 16 to 18, the goal is to place them in paid, entry-level jobs with local employers or in paid or unpaid internships. The Club organization cultivates diverse strategic partnerships with local employers, government agencies and postsecondary education institutions to create real-world workforce connections and experiences for young people. Club staff also engage Club alumni as guest speakers and role models in the program.

The Club sets high expectations designed to mirror those of real-world employers. Staff only advance teens who demonstrate readiness to each subsequent phase of the program, which usually spans five to six months. Participants are required to attend all program sessions; successfully complete a mock interview; attend all assigned Junior Staff shifts, successfully completing 30-day and 60-day reviews; and maintain a C or better grade point average in school.

Those who successfully complete the Teens2Work program continue to receive support from the Club organization’s Career Development Specialists, who work with diverse partner employers, such as a veterinarian clinic, healthcare provider, marketing agency and engineering firm, to create volunteer, internship and paid job placements for Club teens. When teens secure out-of-Club jobs but need some initial assistance in their first weeks of employment, the Club provides supports such as bus passes, nonskid shoes and appropriate work attire. The Club organization is also authorized to issue work permits year-round to teens within the county.