



Dear TTMB Candidate,

TEENS THAT MEAN BUSINESS (TTMB), A Better World Community Development Corporation youth workforce development program, is gearing up for our 2019 summer cycle and we're excited that you want to join us! Here are a few Q & A's to help familiarize you with our program and assist you with our intake process.

What is TEENS THAT MEAN BUSINESS?

TTMB is a six-week, stipend-based internship workforce development opportunity that exposes young people to future career opportunities, entrepreneurship and financial literacy.

Each year a cohort of talented youth are selected to become TTMB interns. Each intern is then teamed with a business owner or leader, most of who operate in Brooklyn. The business owner or leader serves as both employer and mentor. The intern shadows him or her four days a week, gaining practical, hands-on experience in business operation and management. Additionally, interns participate in a series of workshops that cover topics like business etiquette, communication, networking, financial literacy (money matters), excel and project planning leading toward the development of an executable business plan.

When does TTMB take place?

This year's program runs from Monday, July 8th through Saturday, August 17th.

Where is TTMB held?

Emmanuel Baptist Church, 279 Lafayette Avenue, Brooklyn, New York 11238

Who can apply?

To be eligible to apply, you must maintain at least a 2.5 GPA and be a rising high school freshman, sophomore, junior, senior or college freshman (roughly ages 14 to 18) currently matriculating and in good standing with your school and you live or attend school in Brooklyn, New York.

When are applications accepted?

The application deadline is June 8th. Our intake process runs through June 8th. You can mail or email your application to us using the contact information provided below.

Please forward your application and all supplementary materials at the same time and before the June 8th deadline. Incomplete applications and those received after June 8th will not be considered.

Contact Information:

Email:

ttmb.abwcdc@gmail.com

Phone:

516-362-6104

Fax:

815-233-2161

Mailing Address:

Teens That Mean Business

C/O A Better World Community Development Corporation
279 Lafayette Avenue
Brooklyn, New York 11238

When do I take classes?

Workshops take place each Monday from 8:45am to 5pm. Preparedness and attendance are mandatory. The first day of workshops begins Monday, July 8th.

Who are Host Mentors?

Our mentors may be the proprietor, executive officer, or employee of a TTMB Host Business. They understand that TTMB places a strong emphasis on mentorship and realize that the roles and responsibilities of a mentor differ from those of an employer. He or she agrees not only to employ the intern four days a week and provide a safe workplace environment, but he/she also agrees to assign meaningful tasks that are related to the marketing and operation of the business, provide one-on-one mentorship sessions to discuss entrepreneurship and his/her industry, meet with TTMB staff at the worksite to assess the progress of the intern, and complete evaluations for both the intern and the program.

What are Host Businesses?

TTMB Host Businesses play an integral role in our program's success as they continue to help us identify and develop tomorrow's business leaders and entrepreneurs. These businesses can be found throughout New York City, though most are located within Brooklyn. Whether a small store front or large corporation, our partners equip interns with the tools necessary to achieve their entrepreneurial goals.

When do I work?

Interns typically work Tuesday through Friday for a minimum of 24 hours and maximum of 28 hours per week (actual schedules will vary). Depending on the nature of the host business, some interns may be required to work on weekends.

Will I get paid?

Interns receive a stipend based upon the NY State Department of Labor's current minimum wage of \$15 per hour. Please note: Interns are only paid for hours worked. They are not financially compensated for training or workshop attendance.

What if I have summer school or other obligations?

Due to the intensity of this internship, interns will be unable to take a job, enroll in summer school/classes, or participate in other internships, camps, or programs for the duration of the TTMB program.

What if I have more questions?

Should you have any additional questions or concerns, please feel free to email us at tmb.abwcdc@gmail.com.

Thank you for your interest and continued support!

TEENS THAT MEAN BUSINESS

A BETTER WORLD COMMUNITY DEVELOPMENT CORPORATION



279 Lafayette Ave, Brooklyn, NY 11238
 Fax: 815-233-2161
 Email: ttmb.abwcdc@gmail.com

To be eligible to apply, you must maintain at least a 2.5 GPA and be a rising high school freshman, sophomore, junior, senior or college freshman (roughly ages 14 to 18) currently matriculating and in good standing with your school and you live or attend school in Brooklyn, New York.

INTERN APPLICATION - Please complete each section legibly

Legal Name	Last Name	First Name		Middle
Preferred Name	Birth Date	Gender	Male <input type="checkbox"/> Female <input type="checkbox"/>	
In September of the current year, you will be a rising...	<input type="checkbox"/> HS Freshman <input type="checkbox"/> HS Sophomore <input type="checkbox"/> HS Junior <input type="checkbox"/> HS Senior <input type="checkbox"/> College Freshman			
Home Address				
	Apt #			
	City	ST	Zip Code	
Home Phone	()	Cell	()	
Email Address		@		
Parent/Guardian Name	Last Name	First Name		
Check one...	<input type="checkbox"/> Father <input type="checkbox"/> Mother <input type="checkbox"/> Guardian <input type="checkbox"/> Other _____			
Parent/Guardian Home Phone	()	Cell	()	
Parent/Guardian Email Address		@		

Applicant Citizenship	<input type="checkbox"/> U.S. Citizen <input type="checkbox"/> Other citizenship <hr/> <input type="checkbox"/> Dual U.S. Citizen, please specify other country of citizenship _____ <input type="checkbox"/> U.S. Permanent Resident visa; citizen of _____ Do you have permission to work in this country? Yes / No Type of Visa _____				
Report Cards	Please attach a copy of your report cards for the current school year.				
Work Permit	Please attach a copy of your NYC Department of Education work permit.				
Short Essay Questions	<p>Please answer the following on a separate sheet of paper (at least 450 words per essay). Keep in mind that essays are expected in this section. If you answer with only a couple of sentences, that will not be considered sufficient.</p> <ol style="list-style-type: none"> 1. Have you decided what career you'd like to pursue? If so, what is it and how do you plan to make it a reality? If you have not decided, please include some of your possible choices. 2. What extra-curricular activity are you involved in that you really enjoy, and what about it makes it so enjoyable? What makes it great? 				
High School		Address		GPA	
Intermediate School		Address		GPA	
Special Areas of Study					
Academic Honors					

<p>Current Volunteer / Extracurricular Activities</p>	<p> <input type="checkbox"/> School Choir <input type="checkbox"/> Church Choir <input type="checkbox"/> School Band <input type="checkbox"/> Student Government <input type="checkbox"/> Debate Team <input type="checkbox"/> Athletics <input type="checkbox"/> Cheerleader <input type="checkbox"/> Drama Club <input type="checkbox"/> Newspaper/Magazine <input type="checkbox"/> Youth Ministry <input type="checkbox"/> Other _____ <input type="checkbox"/> Other _____ _____ </p>			
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Work Experience	Company	Job Title	From	To
	City, State	Supervisor	Phone	Email
	Company	Job Title	From	To
	City, State	Supervisor	Phone	Email

Select your internship area of interest (**Choose 3; Rank by preference, 1 being your first choice.**)

- | | | |
|--|--|---|
| <input type="checkbox"/> Arts & Entertainment Development/Planning | <input type="checkbox"/> Food Services | <input type="checkbox"/> Real Estate/ |
| <input type="checkbox"/> Beauty & Fashion | <input type="checkbox"/> Government Agency | <input type="checkbox"/> Retail/Trading |
| <input type="checkbox"/> Day Care/Camp Services | <input type="checkbox"/> Healthcare/Medical | <input type="checkbox"/> Social/Community |
| <input type="checkbox"/> Educational Services | <input type="checkbox"/> Hospitality/Tourism | <input type="checkbox"/> Technology |
| <input type="checkbox"/> Financial Services | <input type="checkbox"/> Legal Services | <input type="checkbox"/> |
- Other: _____

Intern Commitment		<u>Initial Boxes</u>
I understand that this is an application to participate in TEENS THAT MEAN BUSINESS, A Better World Community Development Corporation youth workforce development program. The program runs from Monday, July 8th through Saturday, August 17th. Should I be accepted as an intern, I agree to the conditions and specifications outlined below.		
Stipend	I acknowledge that this is a six-week program. Beginning July 8 th , I will receive a weekly stipend based upon the NY State Department of Labor’s minimum wage (24 hr. minimum – 28 hr. maximum per week). (Please note: Interns are only paid for hours they work. They are not compensated for training or workshop attendance.)	
Stipend conditions	I acknowledge that my stipend may be withdrawn if I fail to attend weekly training sessions or internship assignments, complete homework or final projects, or comply with dress code and designated rules of conduct.	
Attendance and Punctuality	I acknowledge that I must report to all of my internship assignments, workshops, and training sessions on time.	
Attire	I promise to report to my daily assignments, workshops & trainings dressed appropriately and professionally.	
Codes of Conduct	I promise to adhere to TTMB’s ground rules and distinguished code of conduct as outlined in the orientation manual.	
Commitment	I’m aware that this is an internship experience and I commit to complete the entire assignment and be available for work*, workshops and training sessions during the course of the program. Due to the intensity of this internship, I understand that I will be unable to take a job, enroll in summer school/classes, or participate in other internships, camps, or programs for the duration of the TTMB program. *Some assignments may include Saturday/Sunday work schedules.	
Applicant Signature		Date
Parent/Guardian Signature		Date

Please return this application and all requested materials by either:

Email: ttmb.abwcdc@gmail.com

Mailing Address:

TEENS THAT MEAN BUSINESS

**C/O A Better World Community Development Corporation
279 Lafayette Ave
Brooklyn, NY 11238**

Fax: **815-233-2161, Attention: TEENS THAT MEAN BUSINESS**

INTAKE PERIOD:

May 21st – June 8th

Business Plan Abstract

Summer 2019

Entrepreneurship, like many things in life, often involves planning. Write a Business Plan Abstract outlining a potential business idea that you're interested in developing. Your abstract should be typed and no more than 3 pages double spaced.

Review these simple guidelines before you get started.

- Your idea should be something that you could realistically implement within the next three years
- Your idea should be something that you can work on within a team
- Your idea should be something that you believe is missing, but needed in your neighborhood, your city, your state, your country or the world!
- Your idea can be a brick and mortar business, an online business or anything in between.
- Keep it simple! You don't have to have everything figured out just ensure that your passion and your enthusiasm are evident in your proposal.

This is an opportunity to use your imagination and explore your creativity...so have fun!

First Name		Middle Initial		Last Name	
Your Business Name (don't worry, you can change it later)					
Your Business – Describe the product or service that you are offering					
<i>Things to consider:</i>					
<ul style="list-style-type: none">• <i>What are you offering? e.g., bowling balls, ice cream cones, consulting services, etc.</i>• <i>Provide a detailed description of your product or service</i>					

Your Value Proposition - Describe why your product or service is needed or wanted

Things to consider:

- *Why is your product/service different than others currently in the market?*
- *What void or gap does your product/service fill?*
- *If you were selling your product/service how would you describe it to make it appealing to consumers?*

Your Customer - Describe your target consumer

Things to consider:

- *Who would be interested in your product/service?*
- *What makes your product/service a fit for these consumers?*
- *Is your product appealing to a specific age group, geographic location, occupation, etc.?*
- *Why would your product appeal to these consumers?*

Your Business Model – Describe how your business works

Things to consider:

- *Does your business operate in a physical space, is it mobile, is it online, etc.?*
- *What is the start-up time for your business?*
- *What do you need to start your business (funding, space, people, skills, etc.)?*
- *What are the current challenges to establishing your business?*
- *Who are your competitors?*

Your Team – Describe the key resources needed to start your business

Things to consider:

- *What skills do you have that will be useful to start your business?*
- *What other resources are needed?*
- *What skills will these resources bring to your business?*