



Tallahassee Future Leaders Academy (TFLA)

Frequently Asked Questions (FAQs)

General FAQs

What is the Tallahassee Future Leaders Academy?

The Tallahassee Future Leaders Academy (TFLA) is the City of Tallahassee's 8-week summer youth leadership and employment program for youth ages 15 – 19. The program began in 2015, and continues to grow. There are five program components, called pillars:

TFLA Pillars

- **Job Readiness Training / Skill Acquisition:** Youth will acquire skills through interactive workshops and online training during an unpaid, 2-week timeframe. This allows youth to showcase their learning and commitment so they can be matched with a job. The trainings may vary from year to year, and based on previous TFLA experience.
- **Employment:** 6-week opportunity with the City of Tallahassee or a local/private organization. Youth work a minimum of 20 hours/wk. at minimum wage.
- **College Exposure:** Youth take part in guided tours and learn from university personnel about opportunities at local universities/colleges.
- **Financial Literacy and Education:** Youth acquire skills through interactive workshops and online training.
- **Community Impact:** Youth will receive guidance and development through community involvement as an employee, through training, or both.

FAQs for Youth

Am I eligible? What are the eligibility requirements?

In order to be eligible, you must

- Reside within the city limits, with a focus on those who reside in the City's Promise Zone*
- Be at least 15 by June 1, and be between the ages of 15 – 19 years
- Complete the 9th grade by June 1
- Not be enrolled in college, excepting dual enrollment in high school
- Complete the online application found here, [by the posted deadline](#) (look for job titled **Tallahassee Future Leaders Academy**):

<https://www.talgov.com/employment/employment.aspx>

* The City of Tallahassee has identified target areas known as the Promise Zone, where the overall poverty rate is 51.6% and the overall unemployment rate is 20.3% - three times greater than the City average. The Promise Zone also represents the highest levels of serious and violent crime found within the community. Youth do not have to live in the Promise Zone to be eligible for TFLA.

How are youth selected?

Youth who meet the eligibility requirements and attend the Parent and Youth Informational Session with their parent/guardian will be placed into a lottery for the program. Preference is given to those who live in the City's Promise Zone.

FAQs for Youth (Continued)

What are the important program dates and activities for youth?

Phase I: TFLA Applicant

- **Application Period:** Begins early February. The City's job website will list the closing date.
- **Application Review:** After applications close.
- **Parent and Youth Informational Sessions:** April – early May. Applicants who meet eligibility requirements will receive information about scheduled informational sessions. These are for the youth AND parent/guardian. Attendance and completion of paperwork at this session is required to continue to TFLA Participant status.
- **Background Screening:** Early May. Youth applicants are background screened.
- **Determine and contact TFLA Participants:** Mid to Late May. Eligible TFLA Applicants are contacted with an invitation to be a TFLA Participant.

Phase II: TFLA Participant

- **Job Readiness Training / Skill Acquisition:** Approximately 2 weeks at beginning of June. **Activities are required and unpaid.** Youth acquire skills related to personal and professional growth, financial literacy and responsibility, technical job skills and certification. Youth visit area colleges and universities. At the end of the last week, youth receive contact information and details for employment. **While this is a required component of the program, youth will not be paid for this segment of the program.**
- **Employment:** Six weeks, beginning mid-June through late July. Youth work a minimum of 20 hours per week at minimum wage.
- **Celebration and Recognition:** Late July/Early August. Youth and business partners attend end-of-summer event.

How are youth selected?

Youth who meet the eligibility requirements and attend the Parent and Youth Informational Session with their parent/guardian will be placed into a lottery for the program. Preference is given to those who live in the City's Promise Zone.

What if I have a criminal record?

The existence of a criminal history background does not automatically exclude you from employment. Applications will be evaluated on a case-by-case basis. Please communicate directly with the TFLA Coordinator about your situation.

Do I need transportation in order to participate in TFLA?

Yes, you do need reliable transportation to scheduled meetings, job training / skill acquisition activities as well as to your job. Remember, all K-12 students in Leon County can ride StarMetro bus routes free of charge with . Details are here: <https://www.talgov.com/starmetro/students-ride-fare-free.aspx>

Can I participate if I already have a job, or if I have another weekly commitment (e.g., sports, school, vacation)?

It will depend on if you can take full advantage of the TFLA program, both the two-week job training/skill acquisition and six-week employment. Depending upon your other commitments, you may or may not be eligible to participate. Communicate with the TFLA Coordinator directly about your situation.

FAQs for Youth (Continued)

What if I am a youth who does not meet the TFLA eligibility requirements because of age or because I'm not in school?



You may be a great candidate for the TEMPO program if you are 16-24 years-old, not in school or employed and would like to work toward education and employment opportunities. More information about TEMPO is available here:

<https://www.tal.gov.com/neighborhoodservices/tempo-tallahassee.aspx>.

Call 850-891-8722 or apply here:

https://docs.google.com/forms/d/e/1FAIpQLScT6dBAJKLGUdraahY5UvYpZeFtYY9RWIS_J0UIhcbgUMP_Yg/viewform.

What if I am a youth who lives in Leon County, but out of the city limits?

If you live outside the city limits, you may want to look into Leon County's Summer Youth Employment Program at: <http://cms.leoncountyfl.gov/Home/Departments/Human-Resources/Summer-Youth>.

FAQs for Parents/Families

As the parent/adult family member supporting my teen participating in TFLA, what should I expect to do?

You must attend and participate in a Parent and Youth Informational Session for your teen to be considered. Also, if your teen is a minor, there are documents that must be completed and signed by the parent/guardian. There are also pre- and post-participation questionnaires that all parents/guardians complete. If your teen does not have a bank account yet, you are responsible for helping them get this set up. This is an important step toward adulthood.

Am I responsible for getting my teen to TFLA activities and employment?

Yes. You are responsible for ensuring your minor teen is at all activities and work. Please work to have your teen set a good example by being 5-10 minutes early to build great work habits early. Remember, all K-12 students in Leon County can ride StarMetro bus routes free of charge with . Details are here:

<https://www.tal.gov.com/starmetro/students-ride-fare-free.aspx>

How can I support my teen as a TFLA participant?

Everyone in the family can show support of their teen participating in TFLA. Your teen is learning important skills that can be used in work and adult life, so acknowledge this first step they are taking. Ask your teen how things are going. Review emails and paperwork they get and help them organize and stay productive with requirements and deadlines – this is a skill that they will use throughout their lives.

FAQs for Businesses, Non-Profits and Other Interested Partners

Who are our partners?

The city partners with community workforce leaders interested in helping youth develop leadership, professional training, and financial literacy skills. In addition, the City partners with local, private businesses and non-profit organizations in addition to colleges and universities to provide additional job opportunities.

What kinds of partnership opportunities currently exist?

- Sponsor one or more TFLA youth participants to employ and mentor during the 6-week employment period.
- Sponsor a meal or refreshments for participants (200+) during the 2-week training period.
- Provide workshop supplies, food, promotional items, or swag bags as incentives for TFLA youth participants.
- Present or speak about a topic that will help our TFLA youth participants further their knowledge, skills, and experiences relating to one of the TFLA Pillars listed on page 1 of the FAQ document.

I have an idea for partnering that isn't listed. Who should I approach with my idea?

Great, let's talk! Contact the TFLA Youth Coordinator, Dr. Tara Huls, at tara.huls@tal.gov.com or 850-891-8539.