

SUFFIELD sidekicks

Teen Agreement

The Suffield Sidekicks program is coordinated by Suffield Youth Services and is funded **through grants, donations, and direct support through Suffield Youth Services**. The purpose of Suffield Sidekicks is for teenagers to help senior citizens who live in town with tasks within their yards and homes. Under this agreement, you are an independent contractor and neither the Town of Suffield/Suffield Youth Services nor its employees or contract personnel are, or shall be deemed, client's employees.

Program Overview

- Jobs will be offered to you on an as needed basis.
- Each job will be up to but no longer than 2 hours. All jobs are worked in pairs.
- Seniors must be at the residence the entire time you are scheduled to work.
- Communication regarding jobs takes place during normal business hours: Monday - Thursday 8:00AM - 4:30PM and Friday 8:00AM- 1:00PM.
- The BAND App will inform you about job opportunities.
- If you are not able to keep a work commitment, you must try to find a replacement using a network of approved Suffield Sidekick workers; always keeping the Suffield Sidekick Coordinator in the loop.
- At age of 16, the State of Connecticut requires you to have working papers. Contact the Suffield Sidekicks Coordinator for further instructions.

Vehicles and Equipment

- You are responsible for your own transportation to the senior's residence.
- Suffield Youth Services and the Town of Suffield will not furnish equipment, tools, and materials used to provide the services required.

Scheduling

- All jobs will be posted on the BAND app. **Please check your school, personal, extracurricular, and sports calendar BEFORE you commit to a job.**
- If you are not able to make it to a confirmed job, try to find your replacement using a network of approved Suffield Sidekicks and contact the Suffield Sidekicks Coordinator.

Payment

- Suffield Youth Services agrees to pay you at the rate of \$16.35 per hour effective January 1, 2025 for the services performed.
- Invoices must be received by email the Monday after you completed the job by 4:00PM to guarantee timely payment. An invoice template will be provided by Suffield Youth Services.
- Each invoice must include the following: client's name, dates and times service was provided, and a summary of the work performed.
- After your invoice is received, the Suffield Sidekicks Coordinator will call the senior to confirm the work was completed.



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Contract Job Agreements: By accepting Suffield Sidekicks jobs, you agree to the following:

- To kindly greet each senior to let them know you have arrived.
- To talk clearly; some seniors are hard of hearing.
- To be polite and use the appropriate language.
- To wear clothing suitable for weather and job.
- To only use your cell phone in case of an emergency. Texting, taking pictures or videos, etc. is strictly prohibited when you are on the job.
- To never take pictures of client, family members, or the family residence.
- To never share job information/location on any social media network.
- To never accept gifts of any kind (cash, in-kind, etc.)

Contact Information

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