

Poverty Reduction Programme IV Guidelines to Complete Application Employment Internship Programme

The Poverty Reduction Programme (PRP) IV is grant assistance funded jointly by the European Union and the Government of Jamaica which is aligned to the Government's Community Renewal Programme (CRP).

The PRP views as paramount, the development of the human capital in the targeted communities and as such seeks to empower residents of those areas to achieve their fullest potential and contribute to the attainment of a secure, cohesive and just Jamaican society as outlined in Goals 1 and 2 of Vision 2030. One of the main result areas for the PRP is to increase income generation and employment opportunities through the award of employment internships.

Interested persons between the ages of 17 and 25 are invited to apply for employment internship assignment through the PRP.

To apply you must:

- Be a resident of one of the listed communities (see over)
- Be in financial need
- Be actively involved in community work through community-based organization/s and or other voluntary programmes
- Not be presently working or full time in school- Awardees will be assigned full time to the host organization and therefore cannot be enrolled in school or work elsewhere in such a manner as to require time-off from the host organization
- At least 5 subjects passed at CXC/CAPE or the completion of a degree programme from a recognized Jamaican tertiary institution

The following notes provide guidance to applicants:

1. The application must be fully completed (use N/A for areas that do not apply)
2. The completed application must be submitted before the deadline (time and date). Only applications received before the deadline **and** that have **all** supporting documents will be evaluated.
3. The completed application form must be accompanied by the following:
 - Your resume
 - A character recommendation from any of the following: Pastor, Gazetted Police Officer, Justice of the Peace, School Principal, Attorney or Medical Doctor
 - Character recommendation to include statement confirming that applicant resides in an eligible PRP community.
 - Proof of family income- this can take the form of a job letter, letter from the a Justice of the Peace, or copies of pay slips
 - If employee is related to applicant, job letter must be accompanied by letter of confirmation from a Justice of the Peace.
 - Pay Slips must be accompanied by job letter stating name of employee, basic pay per annum/monthly. Pay cycle must also be stated in job letter.

- Proof of community involvement – this can take the form of a letter from the leader of the community group confirming membership or participation in the group and any office/position held and activities in which you are engaged
- Copy of CXC/CAPE certificates or tertiary transcripts
- 1 passport-sized photograph (please print your name on the back)
- Copy of Birth Certificate certified by a Justice of the Peace

Deadline for Application
March 7, 2017 at 5:00 pm
Jamaica Social Investment Fund
Ground Floor, The Dorchester
11 Oxford Road (entrance on Norwood Avenue)
Kingston 5

In Montego Bay:
March 7, 2017 at 5:00 pm
Social Development Commissions (SDC) Office
Albion Community Centre
1 Albion Road
Montego Bay
St. James

**Poverty Reduction Programme IV
Award of Employment Internships
Eligible Communities**

Parish	Community	
Kingston & St. Andrew		
	Allman Town	Hannah Town/Craig Town
	Arnett Gardens	Jones Town
	Campbell Town	Majesty Gardens
	Central Downtown	New Haven
	Cockburn Gardens	Penwood
	Delacree Park/Union Gardens	Rae Town
	Denham Town	Rema
	East Downtown	Riverton City
	Fletchers Land	Rose Town
	Franklyn Town	Tivoli Gardens
	Greenwich Town/Newport West	Waterhouse
		Whitfield Town
St. Catherine		
	Windsor Heights	Twickenham Park
	Central Village	Quarry Hill
	Corletts Road	Lime Tree Grove
	Rivoli	Villa Palms
	Tawes Pen	Lower King Street
	Ellerslie Pen	Clifton
	Salt Pond Road	Grange Lane
	Railway Lane/Premises	Lakes Pen
	Upper Kings Street	Old Harbour
	Dela Vega City	Bog Walk
	Dallas	
Clarendon		
	Four Paths	York Town
	Palmers Cross	Lionel Town
St. James		
	Adelphi	Lilliput
	Anchovy	Norwood
	Barrett Town	Retirement
	Flanker	Tucker
	Granville	

