

The Mississippi Partnership Youth & Career Coach Agreements

First Name	Middle Initial	Last Name
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For Youth - I agree to:

- ▶ Contact my Career Coach monthly or as often as necessary to update my progress. I understand that my case can be closed if I go 90 days without participating in a service.
- ▶ Let my Case Manager know of any problems which would cause changes to any activities or interfere with completing the Gateway Program.
- ▶ Seek, accept and maintain employment that meets my planned goal(s).
- ▶ Contact my Career Coach when I become employed, and provide all necessary information pertaining to the job.
- ▶ Stay in contact with my Career Coach for up to a year after exiting the program to maintain and support meeting my goals.

For the Career Coach – I agree to:

- ▶ Assist with the appropriate career guidance, training and supportive services.
- ▶ Coordinate with other agencies and programs to help you obtain needed services.
- ▶ Monitor your participation and progress in the Gateway Program.
- ▶ Assist you in your search for employment.
- ▶ Maintain contact with you for up to one year after you obtain employment for employment retention and career advancement purposes.

Participant's Signature

Date

WIOA Career Coach Signature

Date