



Apprenticeship Overview & Application



The Open Roads Apprenticeship is an **intensive job-training program** in our bike shop designed for young people to gain **essential career readiness skills**. Apprentices will be actively mentored by Open Roads staff in job skills needed to **successfully run a bike shop**. This includes learning the systems of a bicycle and receiving detailed explanations coupled with hands-on learning as well as appropriate customer service skills. When teens successfully complete the requirements of the Apprenticeship, they will have the full support of Open Roads in applying for future jobs. This includes resume development, interview skills, workplace etiquette, demonstration of skills and abilities, support in the application process, and serving as a reference.

Requirements:

- Ages 14-17
- Be available for at least **4 hours per week until 60 hours is complete**.
- Need to have the ability to function successfully in collaboration with others
 - ◆ Respectfully convey your thoughts and opinions and listen to other's
 - ◆ Conduct yourself with maturity in a professional environment
 - ◆ Demonstrate an openness and willingness to gain further professional skills
- Be able to provide your own transportation to and from our workshop location at 1523 Riverview Drive in Kalamazoo

Apprenticeship Application

- **Teens must apply themselves** – Parents & other adults are **not** permitted to apply for a teen.
- Applications must be completed fully and accurately in order to be considered.
- Apprenticeship applications require an **email address**. This email account will be the primary way we will communicate information to you. If you do not have a personal email address please sign up for a free email account through Google.

Applications should be filled out and either **emailed** to director@openroadsbike.org or **or mailed** to:
Open Roads Bike Program
1523 Riverview Drive Suite B
Kalamazoo, MI 49004

Applicant Information:

Last Name: _____

First Name: _____

Birthdate: _____

Pronouns: _____

Name of School Currently Attending: _____

Home address: _____

City: _____ State: _____ Postal/Zip Code: _____

Student Phone Number: _____ Student Email: _____

Parent/Guardian Information:

CIRCLE ONE: Mother/Father Legal Guardian

Last Name: _____ First Name: _____

Home address: _____

City: _____ State: _____ Postal/Zip Code: _____

Cell/Work Phone Number: _____ Email: _____

Emergency Contact:

Contact person #1: _____

Relationship to youth: _____

Phone: _____

Please answer the following questions to the best of your ability:

Please share with us what you think it means to be professional and how you would portray that in a work environment:

What interests you about this Apprenticeship?

What do you already know about fixing bicycles?

What is a skill you are currently working to develop?

Thank you for your interest in becoming an Apprentice with Open Roads Bike Program!

Please submit this application per the directions on page two. Questions? Call us at

296-365-9142 or email us at director@openroadsbike.org