

Learn & Earn

Summer Youth Employment Program



2026

Learn & Earn

Information Packet

APPLICATION PERIOD:
March 2 - June 5

ORIENTATION WEEK:
June 8 - June 19

WORK EXPERIENCE:
June 22 - August 7

APPLY TODAY!
jobs4summer.org

Review this packet to learn more about Learn & Earn, application support centers, required documents, and more!

www.jobs4summer.org 

Learn and Earn Pittsburgh 

@learnandearnpgh 

How To Get Hired for Learn & Earn

Meet All Eligibility

Criteria:

- Income
- Age
- Residency

Complete Online
Application and
Attach All Required
Proof Documents

Obtain a Work
Permit (if under 18)

Complete Orientation
with a Provider to be
Officially Hired

2026 Learn & Earn Income Guidelines

Household Size (# members)	Maximum Gross Household Income for Last 6 Months	Maximum Gross Household Income for Last 12 Months
1	\$30,050	\$60,100
2	\$34,350	\$68,700
3	\$38,650	\$77,300
4	\$42,925	\$85,850
5	\$46,375	\$92,750
6	\$52,123	104,246
7	\$58,797	\$117,594
8	\$65,471	\$130,942

For more than eight persons add \$13,348 to the yearly income for each additional person in the household, and \$6,674 to the six month income.

The City of Pittsburgh sets Learn & Earn income eligibility using a combination of regulations. The 2026 eligibility has been set using TANF and 2025 CDBG income guidelines.

Questions or Concerns? We can help!
Call 412-932-2950 or email summer@partner4work.org

Learn & Earn Required Eligibility Documents

Category

Please submit 1 document for each category

Age

(Must be between the ages of 14-23 on the first day of work)

Youth's birth certificate (recommended)

- OR Youth's driver's license or state ID
- OR Youth's valid passport
- OR Youth's permanent resident card
- OR Youth's certificate of naturalization

Social Security Number (SSN)

Youth's social security card (recommended)

- OR a signed printout from the social security office showing youth's SSN
- OR youth or parent/guardians COMPASS report showing youth's SSN

Citizenship Status

Youth's birth certificate (recommended)

- OR Youth's passport
- OR Youth's permanent resident card
- OR Youth's certificate of naturalization
- OR Youth's Employment authorization document
- OR Youth's DS-1350, I-94, or I-551
- OR Youth or parent/guardian's COMPASS report

Address

(MUST BE DATED NO EARLIER than 6 months prior to date of application)

Youth's report card or school record (recommended for youth under 18)

- OR Youth's driver's license or state ID
- OR Youth's or parent/guardian's home utility bill
- OR Youth or parent/guardian's lease agreement
- OR Youth or parent/guardian's COMPASS report

Household Income

(Must submit income documentation for all members of the household. Income MUST BE DATED NO EARLIER than 6 months prior to date of application. W-2 CANNOT BE USED AS PROOF OF HOUSEHOLD INCOME.)

Head of household's most recent paystub or earning statement (recommended)

- OR most recent quarterly pension account statement
- OR unemployment compensation benefit notification letter signed by authorizing agency
- OR Youth or parent/guardian COMPASS report
- OR self-certification of annual income by beneficiary SIGNED BY HEAD OF HOUSEHOLD

Work Permit

Young who will be under the age of 18 before the start of work are required to upload their work permit to the application. If you are a returning participant and your work permit is not uploaded to your account, please reach out to your previous Provider. For information on how to obtain a work permit, please reach out to the school district where you reside.

**All income and address documents must show the name of the applicant or another member of the household and a date within the last 6 months of the application.*

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Learn & Earn Providers

Learn & Earn Providers are here to help you with your application as well as finding your summer job! They will be your main point of contact throughout the program and provide you with your weekly bus pass!

Provider	Tier(s) Served	Worksite Locations
ARYSE 710 Fifth Ave. Suite 2100 Pittsburgh, PA 15219	2	Oakland
AUBERLE 1101 Hartman St. McKeesport, PA 15132 412-673-5800	2, 3	McKeesport, Shadyside, Downtown, Clairton, Duquesne, Hazelwood, Penn Hills, Woodland Hills, Northside
BLOOMFIELD GARFIELD 113 N. Pacific Ave. Pittsburgh, PA 15224 412-441-6950	2	Garfield, East Liberty, Bloomfield, Hill District, Hazelwood, Homestead, Squirrel Hill, Homewood, Wilksburg, Shadyside, Manchester, Northside, North Shore, Knoxville, Lawrenceville, Sheraden, Dormont, Greenfield, Point Breeze, Highland Park, Larimer, Downtown
BOYS & GIRLS CLUB 4130 Butler St. Pittsburgh, PA 15201 412-782-5710	1, 2, 3	Carnegie, Downtown, McKeesport, Lawrenceville, Duquesne, Millvale, Shadyside, McKees Rocks, Alliquipa
BRADDOCK YOUTH PROJECT 416 Library St. Braddock, PA 15104	1, 2	Braddock, Rankin
CAFE MOMENTUM 268 Forbes Ave. Pittsburgh, PA 15222 412-315-7765	2	Downtown
COMMUNITY EMPOWERMENT ASSOCIATION 7120 Kelly St. Pittsburgh, PA 15208 412-371-3689	1, 2	Homewood, Wilksburg, Penn Hills, Bloomfield,

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Provider	Tier(s) Served	Worksite Locations
<p>GOODWILL 118 52nd St. Pittsburgh, PA 15201 412-632-1800</p>	<p>2, 3</p>	<p>Lawrenceville, Munhall, Homestead, McKeesport, Northside, Summer Hill, Downtown, Braddock, Homewood</p>
<p>HOMELESS CHILDREN'S EDUCATION FUND 1501 Reedsdale St. Suite 200 Pittsburgh, PA 15233 412-562-0154</p>	<p>2</p>	<p>Downtown</p>
<p>HOMEWOOD CHILDREN'S VILLAGE 801 N. Homewood Ave. Pittsburgh, PA 15208 412-727-7605</p>	<p>1, 2, 3</p>	<p>Homewood, East Liberty, Wilkinsburg</p>
<p>JEWISH FAMILY & COMMUNITY SERVICES 5743 Bartlett St. Pittsburgh, PA 15217 412-422-7200</p>	<p>1</p>	<p>Squirrel Hill</p>
<p>LEGACY ARTS PROJECT 7227 Tioga St. Pittsburgh, PA 15208 412-452-3847</p>	<p>1, 2</p>	<p>Homewood</p>
<p>NEIGHBORHOOD LEARNING ALLIANCE 5001 Baum Blvd. Suite 550 Pittsburgh, PA 15213 412-621-1519</p>	<p>2</p>	<p>McKees Rocks, Woodland Hills, Penn Hills, West Mifflin, Baldwin, Garfield, Homewood, Larimar, Hill District, Hilltop, North Side, Wilkinsburg</p>

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Provider	Tier(s) Served	Worksite Locations
NEW CENTURY CAREERS 305 East Carson St. Pittsburgh, PA 15219 412-258-6620	3	Southside
PHASE 4 5850 Centre Ave. Suite 602 Pittsburgh, PA 15206 412-650-9004	1, 2, 3	Downtown, Homewood, Baldwin, East Liberty, Wilkinsburg
PITTSBURGH PUBLIC SCHOOLS - SOS 341 S. Bellefield Ave. Pittsburgh, PA 15213 412-529-4357	2	Downtown, Oakland, Northside, Hazelwood, East Liberty, Carrick, Strip District
TECH 25 112 St. Joseph St. Mount Oliver, PA 15210 412-212-0246	2, 3	Mount Oliver
YOUTH ENRICHMENT SERVICES 6301 Broad St. Suite 202 Pittsburgh, PA 15206 412-661-7834	1, 2	Oakland, East End, North Side, North Shore, Homestead, Homewood, Downtown, North Hills
YOUTH GUIDANCE	1	Sto-Rox, Carrick, Homewood, Hill District, Beechview

For additional information on the 2026 providers, please visit our website jobs4summer.org.

Learn & Earn

Frequently Asked Questions

Q: What is Learn & Earn?

A: Learn & Earn is a six-week summer employment program for Allegheny County residents ages 14–23. Participants have the opportunity to earn money, gain work experience, and develop soft skills to help become college and career ready.

Q: Who can apply?

A: The application is open to Allegheny County and/or City of Pittsburgh residents who meet program income requirements (see p. 3). All youth working in the general Learn & Earn program must be between the ages of 14 and 23 on June 1, 2026.

Q: How many hours can I work?

A: The number of hours you can work depends on your tier:

- Tier 1: Up to 100 hours
- Tier 2: Up to 120 hours
- Tier 3: Up to 150 hours

As you move up tiers, you're able to work more hours and gain more experience.

Q: What information do I need to apply?

A: Applicants will need some basic information to verify age, address, household income, work permit, and identity. A complete list of required documents is on page 4 of this packet.

Q: How do I know what Tier I will be in?

A: Your tier is based on your age:

- Tier 1: Ages 14
- Tier 2: Ages 15–19
- Tier 3: Ages 20–23

Your tier helps determine your pay and how many hours you can work.

Q: How much can I earn?

A: Your pay depends on your tier:

- Tier 1: \$10/hour – learning basic skills
- Tier 2: \$12/hour – gaining experience
- Tier 3: \$15/hour – advanced skills

As you build skills and move up tiers, you earn more per hour.

Q: How do I know if I've been placed with a Provider?

A: Once youth are made eligible for Learn & Earn, they are placed with a Provider organization based on their location, career interests, and positions available. Youth will be notified via email and directly by a Provider if they are placed. Be sure to check your email to ensure your application has been submitted.

Learn & Earn

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There are a limited number of positions available. A completed, eligible application does not guarantee placement. Placements are made on a first come first serve basis. Because placements are not guaranteed, applicants are advised to complete applications as soon as possible for the best chance at a placement.

Any application updates will be sent via email to the email address on the application. Please be sure that all contact information is up to date and accurate. If participants are placed with a provider, that provider will notify youth directly with information regarding orientation and onboarding. If you are unsure of the status of an application, please email summer@partner4work.org.

For more information on Learn & Earn including application requirements, application support, provider information, frequently asked questions, and more, please visit our website www.jobs4summer.org.

Learn and Earn is made possible through a partnership between:  ALLEGHENY COUNTY  THE CITY OF PITTSBURGH  PARTNER WORK

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