



**ARLINGTON COUNCIL ON AGING
27 MAPLE STREET
ARLINGTON, MA 02476
(781)-316-3400**

**HARRY BARBER COMMUNITY SERVICE PROGRAM
FY 2020 GUIDELINES**

There will be five opportunities in this popular program for low and moderate income seniors to work in a municipal agency. Reimbursement to the senior is \$1,500.00 for completed Program participation, paid from COA program funds. Based on current minimum wage in Massachusetts, a maximum of 125 hours will need to be completed to receive the stipend.

Past participants have enjoyed involvement in such agencies as the Selectmen's Office, Robbins Library, Health and Human Services, Police and Fire Services, Department of Public Works, Human Resources, Veteran's Services, and Arlington High School.

GOALS: To employ qualified residents, age 60 and over, to enhance municipal service by utilizing the skills and abilities of seniors, and to increase senior citizen involvement in local government.

ELIGIBILITY: Minimum 60 years of age, retired Arlington resident and renter, application accompanied by required verifications. Maximum allowable income for Program participation is \$58,000 for a senior living in a single-person household, and \$88,000 for a married senior couple residing together. No Council on Aging Board Member is eligible. Eligible seniors may participate for a maximum of two years or longer at the discretion of the Council on Aging.

POSITIONS: There will be five participant openings available in this program for each fiscal year. Opportunities will exist in any town department that shows an interest in taking part. Job availability is determined by departmental needs.

REIMBURSEMENT: One thousand, five hundred dollars (\$1,500) will be earned for completing the required number of Program hours, as verified by department or division head, at the then-current minimum wage. The Massachusetts minimum wage for most employees is \$12.00 per hour. Seniors will receive one check when job assignment is completed.

SELECTION: Positions will be offered on the basis of qualification, availability, financial need, and location. Approval of application will be based upon the skill requirements of the requesting department head. If there are more applicants than available positions, those in the greatest need will receive first consideration.

APPLICATION: Available at the Council on Aging, 27 Maple Street, Arlington, MA 02476

ACCEPTANCE: Subject to the ability to place applicant in an available positions and applicant's ability to fulfill job requirements as determined by the Executive Director of the Arlington Council on Aging. Applicants have the right to refuse placements, but each applicant will be taken on a maximum of two interviews. Applicants may have the option to defer placement pending the possibility of other opportunities. However, there is no guarantee that additional positions will become available.



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FY 2020
PROGRAM
APPLICATION

Name _____ Telephone _____

Address _____

Do you have a preference for a certain department? [] yes [] no

If so, what department?

Please state experience and/or any relevant skills in which might qualify you as a participant:

Are there any medical restrictions that limit your involvement or your ability to do certain kind of work?
 If so, please explain: _____

Emergency Contact Name and Telephone: _____
 Relationship _____

I understand that as a participant in the Harry Barber Community Service Program, I may earn one thousand, five hundred dollars (\$1,500) from my work at an assigned town agency. I also understand that consideration may include financial need, qualification, availability, location, transportation, and physical limitation.

Signature of Applicant: _____ Date: _____

Please return application, with verifications, to the Arlington Council on Aging,

The following verifications must accompany application:

- Proof of Arlington Residency (rent receipt, phone bills, etc.)
- I am 60 years or older [] I am retired []
- Total Annual Income (verification, all sources) _____

Maximum allowable income for Program Participation is \$58,000 for a senior in a single-person household and \$88,000 for a married senior couple residing together.

