

## **Criteria for granting the City of Rauma's summer job subsidy in 2024**

### **Instructions for the youth**

#### **Applying for a summer job voucher**

In 2024, summer job vouchers will be granted to young people born between 2003 and 2008 who are residents of Rauma or originally from Rauma. The employer must be a company or association based in Rauma. Companies based in Rauma that have their registered office elsewhere can also act as employers if they hire young people from Rauma in Rauma or a student from Rauma who has moved elsewhere and is returning to work in Rauma for the summer.

The summer job voucher is also used to support summer employment for foreign students living and studying in Rauma. These students can apply for a summer job voucher if they were born between 1999 and 2008.

The summer job voucher can be reserved by filling in an online application form. The application form can be found on the City of Rauma's website: <https://www.rauma.fi/tyo-jayrittaminen/tyopaikat/nuorten-kesatyopaikkatuki/>

The application period will run until all the vouchers have been issued, but until 31 May 2024 at the latest. The vouchers are issued on a first-come, first-served basis.

You must have a valid personal email address in order to make a voucher reservation. For example, please do not use your parents' email. The vouchers are issued on a first-come, first-served basis within the limits of the available budget. Once your reservation has been processed, you will be notified by email. If there are more applicants than summer job vouchers, a waiting list will be created. Those on the waiting list will also be notified by email.

Once your reservation has been processed, you will be notified by email that your application has been processed. You will then probably receive a message the next day or the day after you apply, telling you whether a voucher is reserved for you or whether you are on the waiting list.

A voucher reservation is valid for three (3) weeks at a time. If you do not find a summer job within the three-week reservation period, your reservation will be cancelled. If your reservation is cancelled, you will be moved to the waiting list. The waiting list also includes people who did not receive a summer job voucher. The waiting list is rotating.

#### **Waiting list for summer job vouchers**

Once all the vouchers have been reserved, you will receive an email notification after submitting your application, letting you know that you are on the waiting list. If all the vouchers are reserved, they will be checked every three (3) weeks. You will receive a separate email notification when/if a voucher becomes available. Also remember to check your spam folder!

If you do not receive an email, it means you are still on the waiting list. It is not possible to give more precise information about your place on the waiting list, as the situation with the vouchers is constantly evolving.

## Use of the summer job voucher

1. Ask and apply for a summer job in companies, associations or other employers that interest you. The employer must operate in Rauma. You cannot use the summer job voucher to apply for a summer job with the City of Rauma.
2. The employer must be a company or association based in Rauma. Companies based in Rauma that have their registered office elsewhere can also act as employers if they hire young people from Rauma in Rauma or a student from Rauma who has moved elsewhere and is returning to work in Rauma for the summer.
3. Those selected for the City of Rauma's Summer Entrepreneurship Programme or the Pikaduuni campaign cannot use a summer work voucher.
4. When you find a suitable job and get it, please fill in the online form with the employer, which you will receive a link to when you confirm your voucher reservation. Please remember to fill in the form before the voucher reservation expires! **The employer must attach a tax debt certificate to the form.**
5. Once the employer's form has been processed and approved, the contract for the summer job subsidy and the summer job voucher will be sent to the employer by email. The young person to whom the voucher is reserved will also be notified. The voucher will be accompanied by additional instructions for the employer on how to apply for the payment of the subsidy.
6. Make a written employment contract with your employer before starting the employment relationship. Remember to give your employer your tax card and bank account number.
7. After the summer work period, your employer will issue you with a certificate of employment and send the required attachments to the City of Rauma with the application for payment.

## Summer job voucher instructions for the youth and employers

### Young person

- Summer job vouchers will be granted to young people born between 2003 and 2008 who are residents of Rauma or originally from Rauma.
- The summer job voucher is also used to support summer employment for foreign students living and studying in Rauma. These students can apply for a summer job voucher if they were born between 1999 and 2008.
- A young person cannot be employed with a summer job voucher if they have a summer job with the City of Rauma or participate in city-supported summer entrepreneurship activities.

- The employer cannot be a private person, a municipality, or the state.
- However, a private individual from Rauma may be exempted from this requirement if the worker is employed to provide childcare for a family with children or to assist an elderly or disabled family. A private individual cannot use the summer job voucher to employ their own child or the child of their (common-law) spouse.
- The vouchers are reserved on a first-come, first-served basis within the limits of the available budget. Once the reservation has been processed, the young person will be informed by email. If there are more applicants than summer job vouchers, a waiting list will be created. Those on the waiting list will also be notified by email.
- A voucher reservation is valid for three (3) weeks at a time. If no summer job is found within the three-week reservation period, the reservation will be cancelled. If the reservation is cancelled, the young person will be put on the waiting list. The waiting list also includes people who did not receive a summer job voucher. The waiting list is rotating.
- When the young person finds a job, they must fill in an electronic information form together with the employer. The form must be completed and returned before the voucher reservation expires. A tax debt certificate must be attached to the form.
- **One voucher will be issued per person, and the value of one voucher is 400 euros.**

## Employer

- The employer must be a company or association based in Rauma. Companies based in Rauma that have their registered office elsewhere can also act as employers if they hire young people from Rauma in Rauma or a student from Rauma who has moved elsewhere and is returning to work in Rauma for the summer.
- The employer cannot be primarily a private person, a municipality, or the state. For example, young people working as summer entrepreneurs can provide services to private households. The employer must have a Finnish business ID. The employer can be a company, an association, a foundation, or a parish.
  - Summer job subsidy may not be granted if wages have to be paid through a wage guarantee scheme or if the company or individual applying for the subsidy has tax debt or payment arrears **(discretionary)**.
- However, a private individual from Rauma may be exempted from this requirement if the worker is employed to provide childcare for a family with children or to assist an elderly or disabled family. A private individual cannot use the summer job voucher to employ their own child or the child of their (common-law) spouse.
- The employer selects the employee and takes care of the employer's obligations.

- The employment relationship should be at least four weeks and the working time should be at least 30 hours per week (6 hours per day + 30min meal break per day, i.e. 120 hours in total).
  - Working hours can also be spread over more than four weeks, e.g. 15 hours per week for eight weeks (120 hours in total).
  - The employment must take place between 1 May 2024 and 31 August 2024
- The value of a single voucher is 400 euros and it is paid to the employer in arrears, on submission of supporting documents.
- The young person must be paid in accordance with the collective agreement for the sector concerned. For the minimum period of employment as defined in these criteria, the salary must be at least 800 euros.
- The payment application for the voucher must be submitted by 30 September 2024 in accordance with the instructions. Instructions will be emailed to the employer once a month during the summer, starting in June until the application for payment is completed (until the end of September).
- Summer job subsidy will not be granted in the following cases:
  - If a farmer is on annual leave, they cannot use the summer job voucher to hire a replacement.
  - A private individual cannot use the summer job voucher to employ their own child or the child of their (common-law) spouse.
  - Summer job subsidy may not be granted if wages have to be paid through a wage guarantee scheme or if the company or individual applying for the subsidy has tax debt or payment arrears **(discretionary)**.

Further instructions can be found at: <https://www.rauma.fi/tyo-jayrittaminen/tyopaikat/nuorten-kesatyopaikkatuki/>

Instructions for employers on how to apply for the payment of the subsidy can also be found on the same page.

The instructions are also sent electronically to the employer, once the employer and the young person have completed the electronic preliminary information form sent to the young person who has received the voucher. **In case of ambiguity, the City of Rauma's City Development Unit interprets the award criteria.**