

# HUNTSVILLE HOUSING AUTHORITY

200 WASHINGTON STREET (35801)  
P. O. BOX 486  
HUNTSVILLE, ALABAMA 35804-0486  
(256) 539-0774

## **NEW – JOB POSTING**

**April 8, 2025**

- 1) POSITION TITLE: Summer Youth Employment  
(Nonexempt)
- 2) NORMAL HOURS: 7:00 a.m. until 5:30 p.m. or  
8:00 a.m. until 6:30 p.m.,  
Monday through Thursday (Fridays off)
- 3) HOURLY RATE: \$12.00 per hour
- 4) RESPONSIBILITIES: (See Attached)
- 5) QUALIFIED PERSONS INTERESTED: **Qualified** external applicants can obtain a position description and application from our website, [www.hsvha.org](http://www.hsvha.org); or at 200 Washington Street. **Resumes will only be accepted with a completed application.**

**This position will close on May 31, 2025.**

HUNTSVILLE HOUSING AUTHORITY IS AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER AND DOES NOT DISCRIMINATE AGAINST ANY EMPLOYEE OR APPLICANT FOR EMPLOYMENT BECAUSE OF RACE, COLOR, RELIGION, SEX, GENDER IDENTITY, SEXUAL ORIENTATION, PREGNANCY, STATUS AS A PARENT, NATIONAL ORIGIN, AGE DISABILITY (PHYSICAL OR MENTAL), FAMILY MEDICAL HISTORY OR GENETIC INFORMATION, POLITICAL AFFILIATION, MILITARY SERVICE, OR OTHER NON-MERIT-BASED FACTORS.

**Huntsville Housing Authority's Jumpstart Summer Youth Employment  
Opportunity**

Are you a motivated youth between the ages of 16-24 looking for a rewarding summer opportunity? Huntsville Housing Authority is thrilled to announce our Jumpstart Summer Youth Employment program!

**Job Position:** Summer Youth Employee

**Age Group:** 16-24

**Compensation:** \$12 per hour

**Weekly Hours:** Up to 32 hours

**Job Description:**

As a Summer Youth Employee, you will have the opportunity to gain valuable work experience, develop new skills, and make a positive impact in your community.

**Qualifications:**

- Must be between the ages of 16-24
- Ability to work independently and as part of a team
- Positive attitude and willingness to learn
- Reliable and punctual
- Income falls below 200% of the poverty level

Don't miss this opportunity to jumpstart your career and make a difference in your community!

For a completed position description and to apply, please visit our website at [www.hsvha.org](http://www.hsvha.org), or obtain an application from 200 Washington Street. **Qualified candidates should submit an application to: Human Resources Department, Huntsville Housing Authority, 200 Washington Street (35801), P.O. Box 486, Huntsville, Alabama 35804-0486. NO CALLS PLEASE.**

**Drug/Alcohol/Smoke-Free Workplace  
EEO Employer.**

**This position will close on May 31, 2025.**

**INSTRUCTIONS FOR THE SYP-2074  
ELIGIBILITY AND AFFIRMATION FOR SUMMER YOUTH EMPLOYMENT**

This form is used to establish eligibility for persons who apply to participate in the Summer Youth Employment funded by the Alabama Department of Human Resources. The instructions listed below have been designed specifically for use with Summer Youth Employment.

**ALL ITEMS ON THIS FORM SHOULD BE COMPLETED AS FOLLOWS:**

FIELD	INSTRUCTION
Name, Street, City, State, Zip Code, SSN, Phone #	Complete with the applicant's current information.
Age 16-24	The applicant should indicate if he or she is aged 16-24. If the applicant answers, "Yes," the applicant should state his or her date of birth. If "No," the applicant is not eligible for DHR funding for summer youth employment.
1 and 2	Applicants should indicate if they or their household receives the listed services.
Household Size	State how many people are in the applicant's household. To calculate the correct family size, include parents and relative caretakers of minor children, applicant spouses, and all siblings (if the applicant is a minor child) who are under age 18 or who are 18 and still in high school. Children and siblings age 19 and over are a separate household from their parents and minor siblings in most cases. People unrelated to the children or relatives who have separate households living in the same home are not included.
Gross Income Chart	List each adult member of the family (age 19 or older). State that person's relationship to the applicant and if that adult has income of any kind. Income must be listed as either monthly or annual. Convert weekly income to monthly income by multiplying it times the average 4.33. Convert biweekly income to monthly income by multiplying it times 2.15. Proof of income does not have to be submitted with the application, but the referring agency should retain proof of financial eligibility in their records. For questions regarding income, please contact the Family Assistance Division—JOBS Program.
Affirmation	The applicant should read the Affirmation statement and sign and date the form. If the applicant is a minor (under age 19), a parent or guardian should review the entire form and the Affirmation statement and sign and date it. A representative from the agency referring the applicant for summer youth employment should also sign and date the form.

After the application is complete, forward a scanned copy of it to Ann Williams of the State Department of Human Resources Family Assistance Division at [ann.williams@dhr.alabama.gov](mailto:ann.williams@dhr.alabama.gov). Retain original forms in accordance with interagency agreement guidelines.

**Alabama Department of Human Resources**  
**Family Assistance Division**  
**Gross Income Table by Family Size 2025**

**For use with Eligibility for TANF Services, Kinship Care, and SAIL**  
(Based on 200% of the 2025 Federal Poverty Guidelines)

<b>Size of Family Unit*</b>	<b>Gross Monthly</b>	<b>Gross Annual</b>
1	\$2,609	\$31,300
2	\$3,525	\$42,300
3	\$4,442	\$53,300
4	\$5,359	\$64,300
5	\$6,275	\$75,300
6	\$7,192	\$86,300
7	\$8,109	\$97,300
8	\$9,025	\$108,300
9	\$9,942	\$119,300
10	\$10,859	\$130,300
11	\$11,775	\$141,300
12	\$12,692	\$152,300
13	\$13,609	\$163,300
14	\$14,525	\$174,300
15	\$15,442	\$185,300
16	\$16,359	\$196,300

**\*For family units with more than 16 members add \$917.00 monthly  
or \$11,000 annually for each additional member.**

## Eligibility and Affirmation for Summer Youth Employment

Name: \_\_\_\_\_ SSN: \_\_\_\_\_

Street: \_\_\_\_\_ Phone #: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

❖ Are you age 16 to 24? Yes  No  If yes, what is your date of birth? \_\_\_\_\_

If you are not age 16-24, you are not eligible for this program.

1. Does your household receive Family Assistance (TANF) benefits from the Alabama Department of Human Resources?  
Yes  No

2. Does your household receive Food Assistance (SNAP) benefits from the Alabama Department of Human Resources?  
Yes  No

If you answer yes to either question 1 or 2, skip to the affirmation. If both answers are no, please list your household size and household income information for adults below.

How many people are in your household? \_\_\_\_\_

*Enter the name, relationship, and gross income from wages and/or salary for each family member who is 19 or over.*

Adult Family Member Name	Relationship to Applicant	Monthly Gross Income from Wages/Salary	Annual Gross Income from Wages/Salary
1.			
2.			
3.			
4.			
5.			
<b>Total Family Gross Monthly/Annual Income from Wages and/or</b>			<b>\$</b>

**AFFIRMATION:** I certify under penalty of perjury that the information given above, including family size and gross income, is correct and true to the best of my knowledge. I further certify that all family members, including myself, are U. S. citizens or aliens in satisfactory immigration status. I understand that if I give incorrect/misleading information, I may have to pay for services that I received during my ineligibility.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_  
(If applicant is under age 19.)

Referring Agency Representative \_\_\_\_\_ Date \_\_\_\_\_

**For DHR Use Only:**

Applicant is eligible for Summer Youth Employment? Yes  No

Certified by: \_\_\_\_\_ Date \_\_\_\_\_