

# City of Saratoga Youth Commission

The City of Saratoga established the Youth Commission in July 1988 to involve teenagers in communicating teen issues to the City Council and to provide programs for the youth & teens of the community.

The 2010-2011 Youth Commission goals are:

- To plan, promote and participate in community service, educational and recreational activities for and with Saratoga's youth and teens.
- To serve as youth leaders and role models for the community.
- To communicate current youth issues to the City Council.

## Youth Commission Purpose

1. Provide an opportunity for teens to serve as positive role models in the community.
2. Provide education, community involvement and recreation for all teens in Saratoga regardless of school or district.
3. Develop leadership skills as training for future community leaders.
4. Present teenage/youth concerns to the City Council and the community.
5. Take action in community projects enhancing the quality of life in the Saratoga community.

## Eligibility & Application Procedure

1. Any Saratoga resident in the 7<sup>th</sup>-12<sup>th</sup> grades during the 2010-09 school year regardless of school or district.
2. Each applicant **must attend one Youth Commission meeting** prior to participation in the interview process. Meetings are held on the second Tuesday of each month from 7:00 to 9:00 p.m. in the Administrative Conference Room at City Hall, 13777 Fruitvale Ave.:
  - **Tuesday, March 9<sup>th</sup>**
  - **Tuesday, April 20<sup>th</sup>**
  - **Tuesday, May 11<sup>th</sup>**
3. A completed application form with all required signatures.

**4. The City Clerk must receive applications by 5:00 p.m. on Monday, May 3, 2010.**

Mail or walk-in applications to:

City Clerk  
City of Saratoga  
13777 Fruitvale Avenue  
Saratoga, CA 95070

## Selection Process

1. All eligible candidates will be invited to an oral interview with the City Council by **May 20, 2010**. You will be notified of your scheduled time.
2. All candidates will be notified of the outcome within one week their interview. Not all applicants will be appointed.

## Youth Commissioner Responsibilities

1. Commissioners must attend regular Youth Commission meetings scheduled for the second Tuesday of every month, 7:00 p.m. to 9:00 p.m., September through May. Three consecutive unexcused absences will result in termination.
2. Each Youth Commissioner must serve on a committee, which may meet in addition to the monthly scheduled meetings.
3. Commissioners must recruit and involve other teens for activities, fundraisers and community service projects.
4. Commissioners must establish communication lines between their school administration and ASB: keeping their school informed of all Commission activities and vice versa.
5. ***Each commissioner is required to participate in all Youth Commission sponsored activities and programs.*** This is approximately 1 event per month that's normally held on either a Friday or Saturday night. A training will take place sometime in late August or early September.

## Questions????

Please call the Youth Commission advisor, Adam Henig at 408.868.1272 or [ahenig@saratoga.ca.us](mailto:ahenig@saratoga.ca.us) with any questions about commission activities, programs, etc. For questions about the application process or interview, please call the acting City Clerk, Ann Sullivan at 408.868.1269.

# City of Saratoga Youth Commission Application

_____	_____	_____	_____
Last Name	First Name	Middle Initial	Phone Number
_____			_____
Address		City	Zip Code
_____			_____
School attending during 2010-11 school year.			Grade Level in Sept. 2010

*Note: Feel free to use additional sheets of paper to complete your answer.*

Please list your school and community activities. (Clubs, volunteer jobs, athletics, charities, etc.)

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\_\_\_\_\_

\_\_\_\_\_

Which aspects of the Youth Commission interest you?

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\_\_\_\_\_

\_\_\_\_\_

Why do you want to join the Youth Commission?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please list three school and/or community references and phone #:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

**[See backside]**

I have read the application packet and understand the commitment is 10 hours per month in addition to the monthly meetings. I also understand I must attend all commission meetings, activities and programs, unless excused by the Chair of the Commission or Advisor.

\_\_\_\_\_  
Applicants Signature

\_\_\_\_\_  
Date

**I understand the commitment involved with the Youth Commission & approve of my son/daughter's applying.**

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date