



## *YOUTH COMMISSION*

### **2011 ADULT ADVISOR APPLICATION**

#### **Background**

The City of Brentwood Youth Commission is an advisory body to the City Council, dedicated to promoting the youth voice in local government. Founded in 1999, the Youth Commission is made up of ten students of diverse backgrounds who care about the Brentwood community and have a drive to make our community the best possible place for youth. Youth Commissioners are supported by three adult advisors and City staff. The Youth Commission has organized youth-oriented events such as movie nights, parades, youth forums, and also participates in city events. Other accomplishments of the Youth Commission include assisting with the application process as the City of Brentwood applied for both the "100 Best Cities for Young People" and "Playful City USA" awards.

#### **Benefits of Being an Adult Advisor**

Advisors of the Brentwood Youth Commission will experience a unique opportunity to work with students from all Brentwood middle and high schools, as well as city leaders and staff, to implement policies and programs that positively impact the youth of our community. Advisors have the opportunity to share their life experiences with commissioners and help shape the future of Brentwood's youth. Advisors mentor the students as they work with them on subcommittees, special projects and meetings.

#### **Current Openings**

The City of Brentwood is currently seeking adults to serve in the capacity of adult advisors for the Youth Commission. Applicants must reside in the city limits of Brentwood and term length is two years.

Applications must be submitted (in person/by mail) by 5:00 p.m. on Friday, April 15, 2011 to:

City of Brentwood Youth Commission  
Attn: Barbie Gary, Youth Commission Staff Liaison  
101 B Sand Creek Road  
Brentwood, CA 94513

#### **Any questions regarding this application should be directed to:**

Barbie Gary, Youth Commission Staff Liaison  
(925) 516-5366 or [bgary@ci.brentwood.ca.us](mailto:bgary@ci.brentwood.ca.us)



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#### **Application Process**

1. Complete this application thoroughly and enclose answers to essay questions.
2. Only City of Brentwood residents will be considered.
3. All applicants are **strongly encouraged** to attend a Youth Commission meeting to observe how the commission works. All meetings are held at City Council Chambers, 101 B Sand Creek Road at 7:00 p.m. on the first Wednesday of each month. Upcoming meeting dates are March 2 and April 6, 2011
4. Applicants under consideration for a position will receive an interview with the Youth Commission Executive Committee.
5. The Youth Commission Executive Committee will notify applicants who have been recommended for appointment. Appointments are not final until the Brentwood City Council has approved and appointed them.
6. Approved appointees will begin their terms as Adult Advisors at the July 2011 regular meeting.

#### **Time Commitments & Responsibilities**

1. **General Meetings:** The 1<sup>st</sup> Wednesday of each month from 7:00–8:30 pm (approximately)
2. **Special Committees:** Each Adult Advisor is responsible to serve on a minimum of one special committee each school year. These committees will work on special projects including planning events and/or projects such as the Youth Survey and meet once or twice per month in addition to the regular Youth Commission meetings.
3. **Special Events & Fundraisers:** Adult Advisors are encouraged to actively participate in all special events and fundraisers that the Youth Commission supports or offers. These take place approximately every other month.
4. **General Behavior:** Adult Advisors are expected to maintain a high level of leadership in their role. Advisors represent the City of Brentwood and should behave accordingly.



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Please type or print (in blue or black ink) your responses. If additional pages are needed to answer the essay questions, please attach additional pages to this application. This application is also available in a fill-in-able format at [www.ci.brentwood.ca.us](http://www.ci.brentwood.ca.us). Click on the link for Youth Commission (far right column) and then click on the link "How to get involved with the Youth Commission". Type in your responses and then print a copy of the entire application to submit.

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

Email Address: \_\_\_\_\_

Telephone: (Home) \_\_\_\_\_ (Alternate) \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Please list and briefly describe any community activities, skills, and life experiences that you feel would qualify you to be an Adult Advisor for the Youth Commission.

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Why do you wish to serve on the Brentwood Youth Commission as an Adult Advisor?

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What do you feel is the biggest problem facing the youth of Brentwood today and what do you think the Youth Commission can do to address the problem?

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Any additional comments:

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**I have read the application packet and understand the commitment of being an Adult Advisor. I also understand I must attend all Commission meetings, activities and programs, unless excused by the Chair of the Commission or staff. I declare that all statements contained in this application are true and that any misrepresentation or omission may result in rejection of my application or removal as an Adult Advisor. I hereby acknowledge that I have read and understand the above statements.**

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