

Position Description Youth Advisory Committee Member—

Purpose of Position—

As a youth committee member, teens will become the official advisers to the Gresham City Council. This group of youth will be made up of two students from each of the surrounding high schools including Sam Barlow High School, Gresham High School, Centennial High School, Springwater, other local alternative schools, private schools, as well as a representative of home schooled youth. If a potential applicant does not attend one of these schools, they may still apply if they are a resident of Gresham and they are at least 15 years old but this does not guarantee they will be selected.

Description of Duties—

- **Members commit to monthly meetings (day of the week will be determined)**
- Attend all meetings of the GYAC and be ready to participate and work as a group.
- Assist in carrying out a work plan for attaining strategic goals based on a survey of youth.
- Ensure that the GYAC and its subcommittees complete assigned duties on time and make progress on its strategic goals.
- Seek opinions, thoughts, and ideas of Gresham youth to inform the YAC.
- Members should set an example for youth of the city and remain alcohol and drug free.
- Youth committee members should dress appropriately whenever conducting YAC business.
- **Missing up to two meetings is acceptable. However if a member needs to miss more than two meetings they must notify the chair of the committee, at that time an evaluation of the member's commitment shall be assessed.**

Knowledge & Skills—

- Strong communication skills (public speaking skills are a plus, but aren't required)
- Willingness to work in youth-adult partnerships and ensure that both youth and adults feel valued and respected.
- Ability to manage time and complete all tasks assigned.
- Willingness to be open to new ideas.

I, _____ have read and agree to the description of duties as outlined in the YAC Volunteer Position Description.

SIGNATURE

DATE