

City of Surprise Youth Civic Leaders Program Application Packet 2014/2015

PURPOSE: Cultivate young leaders and increase civic engagement

The Surprise Youth Leadership Program is an outstanding opportunity to get youth of the City of Surprise to participate in the governing process of his/her own community. Surprise City Council believes that the outreach of both the community to the youth and the youth to the community is the start of building our City toward the future.

COMPOSITION: Membership shall include eleven (11) high school students enrolled in public, private or charter schools, or participants in home schooling or other educational venues that equate to twelfth grade study levels. All voting members shall be residents of the City of Surprise and remain so during their term of office.

TERM OF APPOINTMENT: Members shall be appointed to a (1) one year term. Term ends at the conclusion of the twelfth grade year.

DUTIES & RESPONSIBILITIES:

- Members will provide input in planning process (i.e., General Plan, Strategic Plan, Village Plan, Development of parks, programming, and services, etc.).
- Attend Enrichment Sessions to research and apply to various scholarship opportunities.
- Members will meet with state representatives and other regional leaders to discuss opportunities that will enhance the quality of life in Surprise and the West Valley.
- Members may be selected to sit at the dais during City Council Meetings.
- Members will attend and be recognized at various City functions and events.
- Members will represent COS at regional events including West Valley Youth Summit, and Council events and also national events such as the NLC in Washington DC.

MEETINGS:

- Members will also meet at various times in the Mayor/Council office to discuss, develop and implement community initiatives and projects that will enhance the quality of life in Surprise.
- Members will be placed on a rotating schedule to attend and participate in 2 City Council meetings and/or work sessions.

Office Hours are: Monday – Friday 8:00 am – 5:00 pm

Please return to:

Jodi A. Tas, Assistant to the Council/City Managers Office
16000 N. Civic Center Plaza Surprise, AZ 85374

jodi.tas@surpriseaz.gov Phone: 623-222-1300 Fax: 623-222-1301



CITY OF SURPRISE
Youth Civic Leaders Application

NAME _____
Last First

ADDRESS _____ **CITY** _____ **STATE** _____ **ZIP** _____

HOME PHONE NUMBER _____ **CELL PHONE** _____
AM/PM

BEST TIME TO CALL _____ **E-MAIL ADDRESS (if any)** _____

EMERGENCY CONTACT _____
Last First

EMEGENCY CONTACT PHONE # _____

I. If appointed, how much time are you able to devote to the City of Surprise Youth Leadership Commission?
 Hours per Week: _____ Hours per Month: _____
 This Commission typically requires approximately 2 hours every month.

II. How long have you lived in Surprise? _____Years _____Months

III. What school do you attend? _____



1. Please tell us why you wish to participate in the City of Surprise Youth Civic Leaders Program.

2. What volunteer activities have you been involved in or are you currently participating in?

3. Have you served in a leadership capacity and if so, what were your duties and how long was the commitment?

4. What does being an advocate mean to you? What teen interests do you wish to advocate for?

5. What would you like to see as a topic for the Youth Leadership Program to discuss and participate and why?

Additional Comments:



STATEMENT OF PROFESSIONALISM

As a Surprise Youth Civic Leader, you not only represent yourself, but you represent your school, your family, and the City of Surprise. As such, you must conduct yourself professionally. Please read the following statements, then sign and date this sheet. Ask your parents to read and sign this form as well. Your signature is your promise to uphold these standards of professionalism.

A Professional...

1. Treats all respectfully.
2. Serves as a positive role model, both in and out of school.
3. Will not eat or drink, nor chew or snap gum in a professional environment
4. Maintains professional relationships with ALL.
5. Turns off cell phones and does not carry any electronic equipment with them in the professional environment
6. Dresses appropriately:
 - neat, clean, and well groomed
 - no bare midriffs
 - no shorts, jeans, or jagged pants when representing the city
 - no hats
 - no open toe shoes
7. Notifies staff, team members, and all other appropriate personal the same day of an absence.
8. Provides proper courtesy notification when running late
9. Will be on-time, and whenever possible 10 minutes early for every meeting, engagement, or event.
10. Greets all professionals, and all that I meet with a hand shake and makes eye contact when introducing myself and carrying a conversation
11. Displays a genuine interests through the art of listening, as a good listener you display a higher capability to communicate effectively and be a leader

I solemnly swear to commit myself to the highest level of professional standards, understanding whom and what I represent as a **Surprise Youth Civic Leader** with the full understanding that failure to do so may mean my elimination from the Commission.

_____ Date _____
(Signature)

_____ Date _____
(Parent signature)

Please complete this application, provide a letter of recommendation and parent/guardian permission form and return to:

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16000 N. Civic Center Plaza
Surprise, AZ 85374
jodi.tas@surpriseaz.gov
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Fax: 623-222-1301



**CITY OF SURPRISE
Youth Civic Leaders Program
PARENT/GUARDIAN CONSENT FORM**

Permission Form: *To be filled out by applicant's parent(s) or legal guardian.*

I grant permission for my child, named above, to participate in the **Youth Civic Leaders Program** AND RELATED ACTIVITIES.

I/we hereby release and forever discharge the Mayor and Council of the City of Surprise, Maricopa County, Arizona, a municipal corporation, and any and all other person, firms, or corporations who are or might be liable, from any and all claims of any kind or character, which I/we have or may have against it or them, including transportation to or from any portion of this program, and in that regard, I/we covenant to indemnify and hold harmless the foregoing from any loss or damages, including reasonable attorneys fees which maybe incurred in the event of any such claims are asserted against them or any of them. I/we additionally permit the free use of my child's name and picture in broadcasts, newspapers, etc.

Please Print Name: _____

Signature: _____ Date: _____