



# CITY OF West Linn

May 4, 2016

Students of West Linn,

It is with great pleasure the City of West Linn is announcing the launch of its Youth Advisory Council. Establishing a forum to better engage you in the civic process was identified as a priority in the 2016 West Linn City Council Goals, and with that the Youth Advisory Council was born. Through the establishment of this program, participants will have the opportunity to attain a wide range of skills that will not only strengthen them as students and professionals, but also help bolster their community. We encourage all students interested in this opportunity to apply as this is a chance to have your ideas heard and put into action.

All applications must be submitted to the West Linn City Hall (22500 Salamo Rd.), the West Linn Public Library (1595 Burns St.) or emailed to West Linn Citizen Engagement Coordinator Courtney Flynn at [cflynn@westlinnoregon.gov](mailto:cflynn@westlinnoregon.gov) by Monday, May 16. Students may then be asked to participate in a short interview process on Wednesday, May 25. Following the interview process an advisory panel of City Officials will choose 15-20 students entering grades 9-12 who either live or attend school in West Linn.

The West Linn Youth Advisory Council will not officially start until August of 2016, however a short introduction session will be held on June 3. Additionally, there will be opportunities for students to be involved in city related activities over the summer. If you have any questions please contact Courtney Flynn at [cflynn@westlinnoregon.gov](mailto:cflynn@westlinnoregon.gov) or (971)303-1236.

Sincerely,

The City of West Linn



# West Linn Youth Advisory Council Information

## Timeline:

- Application Return Date: May 16: Return to West Linn City Hall, the West Linn Public Library or email to [cflynn@westlinnoregon.gov](mailto:cflynn@westlinnoregon.gov);
- May 25: Interviews;
- June 3: Selected candidates will be asked to attend a short introduction meeting;
- August: A formal orientation for the Youth Advisor Council will be held.

**Mission:** Engage a representative group of West Linn youth to effectively serve the City through community oriented discussions and projects aimed at providing recognition and understanding for the issues that affect both them and their peers in West Linn.

## Goals:

- Understand the City of West Linn's legislative process and its day-to-day operations;
- Build relationships with City elected officials, staff and residents to create civic engagement opportunities for local youth;
- Advise the West Linn City Council on issues that affect local youth;
- Identify and advocate for the needs of local youth through service projects, events and the legislative process.

## Requirements:

- Must be entering grades 9-12 for the 2016-17 academic year;
- Be a resident of the City of West Linn and/or attend a West Linn school;
- Be able to commit to several hours a month to serve on the Youth Advisory Council, including attending at least one meeting per month. Please note that a lack of involvement could result in termination.

**Process:** A panel of City officials will choose 15-20 students to serve on the West Linn Youth Advisory Council for the 2016-2017 academic year. The students chosen for this opportunity will meet on a monthly basis to learn about the city's operational and legislative process. Their focus will be on issues that affect city youth and determining solutions to address them. Members of the West Linn Youth Advisory Council will also be expected to attend events outside of their monthly meetings, such as City Council meetings and events organized by the city and the Youth Council.

**Meetings:** Once a month. Time/Date/Location TBD

**Curriculum:** Youth Advisory Council members will gain a comprehensive understanding on how and why the City of West Linn operates. Simultaneously, they will be expected to engage with their fellow Council members and peers through various outreach methods to identify issues that are affecting the youth of West Linn. Once such issues have been identified it will be the Youth Advisory Council members who will propose solutions and then, with Youth Advisory Council majority approval, work to see those solutions implemented.



## City of West Linn Youth Advisory Council Application

Please complete and return this application to West Linn City Hall (22500 Salamo Rd.) the West Linn Public Library (1595 Burns St.) or email it to [cflynn@westlinnoregon.gov](mailto:cflynn@westlinnoregon.gov) by May 16, 2016. Applicants may then be asked to participate in the interview process on May 25, 2016.

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

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

Birthdate: \_\_\_\_\_

Grade: \_\_\_\_\_

Contact Information (Phone Number and Email): \_\_\_\_\_

If involved in a school and/or community activity please list them below with the dates/times of these commitments so the YAC Advising Committee can best determine future meeting times.

1: \_\_\_\_\_

2: \_\_\_\_\_

3: \_\_\_\_\_

4: \_\_\_\_\_

5: \_\_\_\_\_

6: \_\_\_\_\_

Additional commitments: \_\_\_\_\_

\_\_\_\_\_





I understand that if I am selected as a member of the City of West Linn's Youth Advisory Council, I will need to attend monthly meetings and additional board meetings and events as assigned. I will represent myself as a member of the Youth Advisory Council in a manner that brings honor and respect to the City of West Linn, its citizens and my peers.

**Print Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

I give permission for \_\_\_\_\_ to apply for the City of West Linn's Youth Advisory Council. If selected, I will permit and support him/her in attending meetings and activities related to this Council.

**Print Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

