

**13 Vacancies - 2020-21 Term**

1 OF 2

**MISSION**

- Educate and empower youth to provide meaningful input and to take action on local issues and municipal politics in Edmonton.

**ELIGIBILITY**

- Youth who are between the ages of 13 and 23 during the term September 1, 2020 to August 31, 2021. *[Bylaw 14126]*
- Individuals under the age of 18 are required to participate with the express written consent of their legal guardian *[City Policy C575C]*.

**MANDATE**

The Committee's mandate is to provide information and advice to Council in relation to issues involving or affecting Youth, and will perform the following functions:

- research and write policy proposals for Council's review;
- co-ordinate community events that profile local Youth issues;
- receive direction from Council on work or reports it requires on Youth matters;
- develop and maintain relationships with individuals and organizations addressing issues of concern to Youth;
- promote initiatives to support the well-being of Youth;
- educate Youth on City governance, procedures and policy making;
- provide networking opportunities for Youth;
- consult with City administration and other organizations supporting Youth initiatives;
- establish the General Assembly, maintain the registry of individuals participating in the General Assembly, and oversee its meetings;
- if requested by Council, recommend individuals for appointment to the City's civic agencies; and
- inform Council of initiatives of other levels of government that could affect Youth and advocate for the City in the manner directed by Council if Council directs.

**MEETINGS AND TIME COMMITMENT**

- Youth Council meets the first Wednesday of each month, from 5:30 - 8:30 pm at City Hall
- Subcommittees typically meet bi-weekly. The meeting day and time vary by subcommittee, and are determined by the members each term.
- Time Commitment: 15 - 20 Hours per month (for monthly board meetings and subcommittee meetings to perform research, public engagement, and other activities)

**APPOINTMENT TERM**

- Members are appointed by City Council for a one-year term (from September 1 to August 31) renewable to a maximum of six consecutive years, or to age 23.
- City of Edmonton Volunteer Management practices include an annual evaluation of Board/Committee members. *[City Policy C575C]*



## TO APPLY

- Applicants are required to complete the online application, and attach one current written letter of reference. (Reference should be from an individual that can comment on the relevant qualities, skills or knowledge you possess.) A resume is optional.

## APPLICATION PROCESS TIMELINE

Community and Public Services Committee of Council serves as the Selection Committee for the City of Edmonton Youth Council. It is anticipated that selection processes will take place on the following dates:

- Posting Expires - August 9, 2020
- Applicant Shortlisting - TBD
- Applicant Interviews - TBD
- Appointments made by City Council - TBD

## QUALIFICATIONS

- City of Edmonton Youth who are between the ages of 13 and 23 during the term September 1, 2020 to August 31, 2021 (*Bylaw 14126*).
- Motivation and passion for volunteering, community development, and bringing your vision and voice to the City.
- Leadership experience is an asset.
- Played an active role in making a positive difference within your local communities.
- Capacity for curiosity and wanting to learn.
- Team oriented and willingness to provide feedback and guidance to others.
- The ability to commit:
  - 15 - 20 Hours per month (for monthly Youth Council meetings and subcommittee meetings to perform research, public engagement, and other activities).
  - Youth Council meets the first Wednesday of each month, from 5:30 - 8:30 pm at City Hall
  - Individuals under the age of 18 may only participate with the express written consent of their legal guardian. [*City Policy C575C*]

## EXPECTATIONS

- Adherence to CEYC's bylaws
- Provide leadership, mentorship, and engagement opportunities to all Committee and Youth-at-Large members
- Commitment to the mandate of CEYC
- Help communicate and promote CEYC's mission and initiatives to the community
- Regularly attend meetings and subcommittee meetings
  - Be prepared and read all documents in advance of the meetings

## CONTACT

- If you have any questions or would like to discuss this opportunity, please contact the Youth Council by Email to [youthcouncil@edmonton.ca](mailto:youthcouncil@edmonton.ca)