

# San Mateo County Youth Commission Application

## BACKGROUND

The San Mateo County Youth Commission (SMCYC) is a 25 member, youth-led, advisory board to the San Mateo County Board of Supervisors. SMCYC is looking for passionate young people between the ages of 13 and 20 to join a strong, energetic group of youth dedicated to making a difference in our community. As a Youth Commissioner, you can improve the lives of all young people throughout San Mateo County, offer youth perspective on important issues facing our community, and work directly with the Board of Supervisors and County departments as a leader and voice for youth in the county.

Please review our website for more information: <https://cmo.smcgov.org/smcyc>.

If you have any concerns or questions about the SMCYC or application, please reach out to the SMCYC program coordinators:

Lindsey Freeland  
[lfreeland@smcgov.org](mailto:lfreeland@smcgov.org)  
(650) 363-4396

Misty Hommerding  
[mhommerding@smcgov.org](mailto:mhommerding@smcgov.org)  
(650) 363-4283

## COMMITMENT

Please review the 2020-21 SMCYC meetings calendar, attached at the end of this document. On average, there is one evening meeting a month in Redwood City (September and May have two meetings). Meetings take place in the evening from 6pm-8pm. **Please note that you also must attend the two day annual retreat on Wednesday, August 5<sup>th</sup> and Thursday, August 6<sup>th</sup>, from 10am-3pm, in Redwood City.**

As a Youth Commissioner, you will be required to serve on a SMCYC committee working on projects throughout the year. As a committee member, you will attend one additional meeting per month in addition to what is listed in the 2020-21 SMCYC calendar, and should expect to devote additional time to committee projects. Committees will also have the option to hold their workgroup meetings virtually and/or will be expected to accommodate virtual attendance.

In addition, Youth Commissioners will have the optional opportunity to apply to serve as a youth liaison to another advisory board or commission to the Board of Supervisors. Serving as a liaison requires attending the other commission's meetings (usually 1 meeting per month) and working on projects with that commission.

Assignments for committee and liaison roles will be decided during the August and September SMCYC meetings.

## ATTENDANCE POLICY

Members must attend the regular meetings of the SMCYC and all committees, whether standing or ad hoc, to which they are appointed. If a member has more than two (2) consecutive absences at regular meetings, and/or four (4) absences over the course of the term, they may be subject to removal, which is done by an Executive Board recommendation to the Board of Supervisors.

Committees will also have the option to hold their workgroup meetings virtually and/or will be expected to accommodate virtual attendance.

Attendance will be monitored and an up-to-date list of commissioners and their attendance will be publicly available. The Youth Commission places high value on attendance and expects Commissioners to be actively involved.

If transportation or other barriers exist that would impact attendance at public meetings, please contact the SMCYC program coordinators (listed at the top of the application) prior to completing the application to discuss options. We are committed to having a diverse regional representation on the Youth Commission.

## **APPLICATION PROCESS AND COMPONENTS**

**Please note: You will need to complete the application in one session** (you will not be able to save and return to your application). We recommend preparing your essay responses outside of the application and pasting them into the essay fields.

If you have any questions about this application or require assistance, please contact the SMCYC program coordinators (listed at the top of the application).

This application opened on Wednesday, April 1, 2020 and is **due on Friday, May 1, 2020**. Initial applications will be screened by program staff and current Executive Committee Youth Commissioners. Depending on the number of applications, phone interviews for a second screening may be scheduled from May 11-22, 2020.

Those selected for a final interview will meet with Supervisor Groom for about 15 minutes on either June 8 or June 9. All applicants should expect an email with a final decision on their application status by Friday, June 19.

Would you be able to attend an in-person interview on June 8 or June 9? If you respond No or Maybe and are selected for a final interview, program staff will reach out to you to discuss other options.

**Yes**

**No**

**Maybe**

The application consists of the following sections:

- CONFIRMATION OF AVAILABILITY & ELIGIBILITY
- GENERAL INFORMATION
- ESSAYS
- LETTER OF RECOMMENDATION (OPTIONAL)
- FINAL SIGNATURE

## **CONFIRMATION OF AVAILABILITY & ELIGIBILITY**

Before completing the rest of the application, please confirm your availability and commitment below. Please print your full name in the first blank and then initial each additional statement if you certify them to be true.

I...(full name)\*

**I CERTIFY THAT...**

I have reviewed the 2020-21 SMCYC calendar and am able to attend the scheduled meetings, in accordance with the attendance policy outlined above. I am also able to attend the two day annual retreat on Wednesday, August 5th and Thursday, August 6th, from 10am-3pm, in Redwood City.

**Initial**

I have discussed the time commitment with my parents/legal guardian, teachers, coaches, employer, and/or any other activity where I currently have a commitment to ensure my schedule can accommodate the SMCYC requirements.

**Initial**

Do you anticipate any barriers that might prevent you from fully participating in the YC? For example, transportation, work, family care, extracurriculars, etc.?

**Yes**

**No**

**Maybe**

If yes or maybe, please describe what those challenges or barriers might be: (optional)

I live in San Mateo County.\*

**Initial**

I am between the ages of 13-20.\*

**Initial**

## **GENERAL INFORMATION**

First Name\*

Preferred First Name (if different from above)

Last Name\*

Preferred Pronouns (she/her/hers, he/him/his, they/them/theirs, etc.)\*

Birthday\*

Email\*

Cell Phone\*

Parent/Guardian Name\*

Parent/Guardian Phone\*

What city do you live in?\*

What is your zip code?\*

What is the primary language spoken in your home?\*

What school will you attend during the 2020-21 school year?\*

What grade will you be in during the 2020-21 school year?\*

**8<sup>th</sup>**

**9<sup>th</sup>**

**10<sup>th</sup>**

**11<sup>th</sup>**

**12<sup>th</sup>**

**College – First Year**

**College – Second Year**

**College – Third year**

**College – Fourth Year**

**I will not be enrolled in an educational institution during the 2020-21 school year.**

What Supervisorial District do you live in? Look it up here: [bos.smcgov.org](http://bos.smcgov.org)

**District 1 – Dave Pine**

**District 2 – Carole Groom**

**District 3 – Don Horsley**

**District 4 – Warren Slocum**

**District 5 – David Canepa**

Present Employer (if not employed, select type NA)\*

Position with present employer: (optional)

How did you become aware of this opening? (Choose one) (optional)

**Friend**

**School (counselor, teacher, announcement)**

**Board Meeting**

**County Website**

**Social Media**

**Other: Text Box**

Please list all other extra curricular activities that you will be committed to in the 2020-21 school year. If you hold a leadership position with any of these commitments, please also provide your title (eg: President, Environmental Justice Club).

### **LONG ESSAY QUESTIONS (750 WORD MAX)**

- 1) What are the most important issues affecting youth in your community? How has your background or personal experience shaped your perspective on these issues?
- 2) What is a project you are interested in implementing as a prospective youth commissioner? (Our past projects have included things such as proposing legislation to the Board of Supervisors, forming events to raise awareness about issues, and holding surveys to gain information)
- 3) Describe a time you have faced a challenge working in a group. How did you deal with the problem? What did you learn from it?

### **SHORT ESSAY QUESTIONS (250 WORD MAX)**

- 1) Elaborate on one activity or issue you are passionate about. Why is it important to you?
- 2) Describe a time when you exhibited leadership skills. Leadership can take many forms and does not require a formal title, so please do not feel limited to formal leadership roles when thinking about your leadership experience.

### **LETTER OF RECOMMENDATION - OPTIONAL**

If you would like to share one letter of recommendation from someone not in your family (for example, a teacher, coach, counselor, etc.) who can share more about the type of person you are and what attributes, talents, and passion you would bring to the Youth Commission, please upload a word or PDF file of the recommendation letter in the field below. Please note that providing a letter of recommendation is optional.

### **FINAL SIGNATURE**

Please print your full name in the first blank and then initial each additional statement if you certify them to be true.

I...

The information provided in this application is accurate and I have made every attempt to answer all questions truthfully and to the fullest extent possible.\*

**Initial**

# SMC Youth Commission | 2020-2021 CALENDAR

AUGUST '20						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Youth Commission  
Retreat Days  
**August 5<sup>th</sup> & 6<sup>th</sup>**  
(\*Aug 6<sup>th</sup> is Inclusion Fair)

25 Public Meeting

FEBRUARY '21						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

SEPTEMBER '20						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

10 Workgroup Meeting  
24 Public Meeting

25 Public Meeting

MARCH '21						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

OCTOBER '20						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

22 Public Meeting

22 Public Meeting

APRIL '21						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

NOVEMBER '20						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

19 Public Meeting

13 Workgroup Meeting (Showcase Preparation)  
27 Public Meeting Showcase

MAY '21						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

DECEMBER '20						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

17 Public Meeting

Hold for Presentation to BOS (Executive Committee)

JUNE '21						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

JANUARY '21						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

28 Public Meeting

Public Meetings 6:00 – 8:00 p.m.  
Workgroup Meetings 6:00 - 8:00 p.m.

Location of Meetings:  
Room 101, 455 County Center,  
Redwood City, CA

\*\*May 27<sup>th</sup> Meeting & Board  
Presentation will be held in  
Board Chambers