



**2012-13 Youth Advisory Board Member Application**  
**Breathe California of Sacramento-Emigrant Trails**  
**916-444-5900**

**YAB Application**  
**Due by: April 30, 2012**

Name: \_\_\_\_\_ Date \_\_\_\_\_  
*last first middle initial*

Name of School: \_\_\_\_\_

Grade in 12/13 \_\_\_\_\_

School Year: \_\_\_\_\_

Birthday: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

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

\_\_\_\_\_ *city state zip code*

County: \_\_\_\_\_

Home Phone Number (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Email \_\_\_\_\_

Cell Number (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

**ETHNICITY (optional)**

Caucasian \_\_\_\_ Asian/Pacific Islander \_\_\_\_

Native American \_\_\_\_ African American \_\_\_\_

Hispanic/Latino \_\_\_\_ Other \_\_\_\_

**On the back of this form or on an additional page please type or print clearly answers to the following questions:**

1. Why do you want to become a member of the Youth Advisory Board?
2. What skills can you bring to the Youth Advisory Board?
3. In what Breathe California (or other community) programs have you been a leader in?
4. What are your interests and hobbies?
5. What other organizations/programs are you involved in?

**\*\*\*Please include a resume with your application packet\*\*\***

**Return completed application and resume by April 30, 2011 to:**

Breathe California of Sacramento-Emigrant Trails

Attn. Selection Committee c/o Anne Iaccopucci

909 12<sup>th</sup> Street Sacramento, CA 95814

*Breathe California of Sacramento-Emigrant Trails' mission is*

clean air, healthy lungs and the elimination of lung disease.

\_\_\_\_\_’s term will be from August 1, 2012 to June 30, 2013

**Breathe California of Sacramento-Emigrant Trails; *The Clean Air and Healthy Lungs People* expects the following from you as a Youth Advisory Board member:**

- Attend an orientation meeting at the beginning of your term
- Attend 5-6 Youth Advisory Board meetings throughout the 2012-2013 year from August 2012-June 2013. *If you miss more than 2 meetings without contacting Youth Advisory Board staff, you may be asked to resign from the board.*
- Communicate regularly and timely with staff
- Attend at least one Board of Directors’ meeting during the 2012-13 term.
- Serve on a minimum of one committee. Most committee activities will require meeting outside of the regular YAB meeting time.
- Actively assist and advise the organization in the areas of youth program development and management.
- Be available and eager to represent the organization in various settings.
- Be active advocates for the association’s mission.
- Work with staff, Board of Directors, and fellow members to define and monitor the implementation of our mission, goals and values.
- Maintain a 3.0 GPA in all schoolwork. *Please submit a current transcript with this agreement. You may be asked to submit current transcripts 1-2 more times during the year.*
- To evaluate your experience and the activities of the Youth Advisory Board at the end of your term.

**What Youth Advisory Board members may expect from Breathe California of Sacramento-Emigrant Trails:**

- Respectful use of your time. The asset of time is one of the most critical resources busy people like you have. We commit to using your time in a manner that will return value to your personal contribution.
- Supply appropriate training to you to become an active leader and team player in our community.
- Offer you community service credit when appropriate.
- Get important information to you in a timely manner.
- An interesting, exciting and valuable experience.

\_\_\_\_\_  
Signature of Member

\_\_\_\_\_  
Date

**-Please complete parental agreement on back page-**

Breathe California of Sacramento-Emigrant Trails  
909 12<sup>th</sup> Street, Suite 100  
Sacramento, CA 95814  
916-444-5900

## Parental Agreement

I hereby give my son/daughter, \_\_\_\_\_, permission to participate in the Youth Advisory Board and related Breathe California of Sacramento-Emigrant Trails' activities and will make sure they are available for trainings and meetings. I release and hold harmless Breathe California of Sacramento-Emigrant Trails, its employees and constituents from all liability involved from my son/daughter participating in this project and subsequent project activities.

Date \_\_\_\_\_ Parent/Guardian(s) (please print) \_\_\_\_\_

Parent/Guardian Signature(s) \_\_\_\_\_

Phone number where Parent/Guardian can be reached \_\_\_\_\_

### **Breathe California of Sacramento-Emigrant Trails Photo Release**

- I. I give to the Breathe California of Sacramento-Emigrant Trails, its nominees, agents and assigns, unlimited permission to use, publish and republish for purposes of advertising trade, or any other lawful use, information about me and reproductions of my likeness (photographic or otherwise) and my voice, whether or not related to any affiliation with Breathe California of Sacramento-Emigrant Trails, with or without my name.

Name of person to be photographed or recorded (Please Print)	Age (if minor)
Street address, city, state, and zip code	
Signature	Date

- II. Consent of parent or legal guardian if above individual is the minor.

I consent and agree, individually and as parent or legal guardian of the minor named above, to the forgoing terms and provisions.

Signature	Date
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## **YOUTH ADVISORY BOARD: JOB DESCRIPTION**

(Applications are accepted in April of each year)

The Youth Advisory Board is a leadership opportunity for students to utilize and further develop management, public speaking, and other professional skills. Through active participation by its members the Youth Advisory Board: *Expands Youth Involvement to enhance our goals of clean air, healthy lungs, and the elimination of lung disease.*

The Youth Advisory Board will represent Northern California youth and will increase youth involvement in all areas of our organization.

### **Qualifications**

- Be between the ages of 14 and 21 years old
- Maintain a GPA of at least 3.0
- Attend five Youth Advisory Board meetings which include an orientation meeting and a joint meeting with the Breathe California of Sacramento-Emigrant Trails Board of Directors. Meetings will be held between August 2012 and June 2013
- Be able to provide your own transportation to and from Youth Advisory Board Meetings and committee meetings
- Be an active volunteer in one of our youth programs
- Represent Breathe California of Sacramento-Emigrant Trails as a non-smoker

### **Specific Responsibilities**

#### Serve as ambassadors to schools/community

- Support the inclusion of mission-based programs on respective school's campus
- Assist in the volunteer recruitment of peers for our programs
- Create awareness of our mission, programs and goals among peers and the community in general

#### Carry out the "youth voice" for our youth programs

- Serve as spokespersons for youth programs
- Attend program meetings in which the member is an active participant (ie. Thumbs Up! Thumbs Down!)
- Have the opportunity to assist with special events/fundraisers
- Work with the Board of Directors and Breathe California of Sacramento-Emigrant Trails Staff on issues of: governance, program and new program
- development, advocacy, outreach/ networking, and all other areas that impact our mission
- Recruit new student volunteers

#### Serve on a YAB Committee

- Be an active member on one or more internal YAB committees
- Coordinate with staff to implement committee activities.

## **Advisory Board Officers' Responsibilities**

### **President**

- One year commitment
- Serve on more than one committee
- Is aware of all events going on and informed of current happenings
- Keep open communication with BCSET staff and other board members
- Must be willing to make phone calls, go to BCSET, and attend committee meetings at any given time.
- Assist staff with the development and approval of meeting agendas

- At meetings: maintain order, make sure time is used efficiently to assure meeting progresses, and make sure all YAB members have the opportunity to be actively involved in meetings and are participating in meetings
- Accountable for board's progress
- Assist in the planning of the YAB meetings
- Must have excellent attendance and be prompt
- Accountable for officers' performance
- Uphold YAB scope of work responsibilities

### **Vice President**

- One year commitment
- Serve on more than one committee
- Must have excellent attendance and be prompt
- Must be supportive of the President
- Shadows the President at meetings
- Must be involved in events taking place, as well as be informed of all happenings
- Must be willing to make phone calls, go to BCSET, and attend committee meetings at any given time
- Advise the President in making important leadership decisions
- If the President is not present, he/she takes the responsibility of the President for the time being and must notify the President of what he/she missed
- In the permanent absence of the President, will take over all Presidential responsibilities for the rest of the term
- Uphold YAB scope of work responsibilities

### **Communications Officer**

- One year commitment
- Must have excellent attendance and is always prompt
- Given a five day deadline, he/she must submit via E-mail, a though summary of the board meetings to BCSET lead staff
- May be asked to notify all board members, at any given time, of a pending event
- Will encourage and recruit YAB members to participate in school outreach including but not limited to submitting mission-based articles to school and local newspapers
- Must serve on more than one committee
- Uphold YAB scope of work responsibilities

### **BCSET Board of Directors Youth Representative**

- One year term
- Must serve on more than one committee
- Must attend all BCSET Board of Directors meetings
- Serve as a voting member on the BCSET Board of Directors
- Be the liaison between adult and youth boards by informing both boards of the activities of one another
- Uphold YAB scope of work responsibilities