



TEEN ADVISORY GROUP (TAG) APPLICATION

WHAT IS TAG?

THE TEEN ADVISORY GROUP (TAG) is a dynamic, motivational, and leadership opportunity for teens in grades 6-12 who are interested in planning events and developing leadership skills. Our Teen Advisory Group gives teens the opportunity to discover and redesign the events, activities, and programs that are offered to the community.

TAG IS AN OPPORTUNITY for teens to utilize and further develop skills such as: leadership, management, public speaking, etc. Through active participation by its members, TAG: Expands youth involvement to enhance our program goals. TAG will represent the City of Vacaville's youth and will increase youth involvement in all areas of our organization.

WHAT ARE THE RESPONSIBILITIES OF TAG MEMBERS?

- Attend meetings 2-3 times per month
- Participate in programs, events and speaking opportunities including but not limited to:
 - Giving presentations to peer groups
 - Providing content to post to social media
 - Planning, organizing, and attending events

WHAT ARE THE BENEFITS OF BEING A TAG MEMBER?

- Develop your leadership skills
- Learn about different career paths in Parks and Recreation
- Earn community service hours
- Get excellent experience for college and/or job applications
- Letters of recommendation will be distributed for your time

HOW DO I APPLY?

1. Read over the job description and sign agreement statement (page 2)
2. Complete contact and personal information (page 3)
3. Complete the short answer questions in a typed document (page 4)
4. Have a parent and/or legal guardian sign the photo release and permission form (page 5)
5. Email your application to: Recreation Coordinator, Breah Haddon -Breah.Haddon@cityofvacaville.com
 - **Submission deadline: September 1st, 2023.**
6. Questions? Please contact Breah Haddon via email (email provided above)



QUALIFICATIONS

- Enrolled in grades 6-12 for the 2023/2024 school year
- Reside in or attend school in Vacaville
- Maintain a minimum 2.5 GPA during your entire commitment
- Have transportation to and from TAG Meetings and activities/events

SPECIFIC RESPONSIBILITIES & OPPORTUNITIES

- Create awareness of our programs and goals among peers and the teen community in general
- Assist with special events/fundraisers
- Work with staff on program and event development, advocacy, outreach/networking, marketing, and all other areas that impact our program
- Commit to completing all assignments (such as creating social media posts, writing letters, etc.) on time (ample time will be provided!)
- Commit to attending at least 75% of the programmatic events, meetings, etc. outside of our regularly monthly meeting times
- Attend 2 monthly TAG meetings and events/activities as scheduled
- Respond to communications regularly and timely with staff via email, text, or phone
- Missing more than 3 meetings may result in being asked to leave the group. Exceptions may be made for extenuating circumstances

Agreement Statement

BY SIGNING BELOW, I confirm that I fulfill the above qualifications necessary to carry out this volunteer assignment and will commit to the specific responsibilities outlined above for the September 2023-May 2024 term.

APPLICANT SIGNATURE: _____ DATE: _____



TEEN ADVISORY GROUP (TAG) APPLICATION: CONTACT & PERSONAL INFORMATION

Applicant Information (to be filled out by applicant):

Applicant Name: _____ Applicant Date of Birth: ____/____/____

Applicant Mailing Address: _____

Applicant School: _____ Grade in 2023-2024: _____

Applicant Cell Phone: (____) _____

Applicant Email Address: _____

Parent(s)/Guardian(s) Information (to be filled out by parent(s)/guardian(s)):

Parent/Guardian 1 Name(s): _____

Parent/Guardian 1 Cell Phone: (____) _____

Parent/Guardian 1 Email Address: _____

Parent/Guardian 2 Name(s): _____

Parent/Guardian 2 Cell Phone: (____) _____

Parent/Guardian 2 Email Address: _____

By checking this box, I understand that the above parent(s)/guardian(s) contact information will serve as emergency contact information for the applicant.

PARENT/GUARDIAN SIGNATURE: _____



TEEN ADVISORY GROUP (TAG) APPLICATION: SHORT ANSWER QUESTIONS

Please type and print out your responses to include in your application packet. Please keep responses to approximately 2 pages total.

1. How did you hear about joining TAG, and what made you want to apply?
2. Have you ever attended one of the City of Vacaville’s Teen Programs? If so, please list the program(s) you have attended.
3. What are your personal interests and hobbies?
4. Are there any things that you are especially looking forward to doing as part of the upcoming year in the program?
5. How do you stay organized with your schoolwork and other commitments?
6. TAG may also volunteer within the city at other times throughout the school year related to special events, programs and projects. Would you be willing to do this? YES or NO (circle one)
7. Are you required to fulfill a specific number of volunteer hours? If yes, how many?
If none, write N/A
8. When would these hours need to be completed? Date:
If none, write N/A

TEEN ADVISORY GROUP (TAG) APPLICATION: References

Please list 3 people (non-family) who know you well enough to give information about you. Recommended examples: Employers, Teachers, Counselors, Coaches, etc.

Name: _____ Phone: _____ Email: _____

Name: _____ Phone: _____ Email: _____

Name: _____ Phone: _____ Email: _____

APPLICANT SIGNATURE: _____ DATE: _____



TEEN ADVISORY GROUP (TAG) APPLICATION: PHOTO RELEASE AND PERMISSION FORM

Because the applicant is a minor, please complete:

By checking this box, I consent and agree, individually and as parent or legal guardian of the minor named above, to give TAG and its members 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 TAG, with or without my name.

Parental/Guardian Permission

I hereby give (print applicant name) _____, permission to participate in the Teen Advisory Group (TAG) and related activities and will make sure they are available for trainings and meetings. I release and hold harmless the City of Vacaville, its employees and constituents from all liability involved from my above-named applicant participating in this project and subsequent project activities.

PARENT/GUARDIAN NAME: _____

PARENT/GUARDIAN SIGNATURE: _____

DATE: _____