



## Board Representative Description and Guidelines

<b>Position Title</b>	PA-TSA Board of Director Youth Representative
<b>Position Description</b>	A representative of PA-TSA's younger membership, appointed by the BOD, to help guide the BOD to understand the needs and desires of our youth.
<b>Age for Position</b>	16-18
<b>Position term</b>	Annual term from June 1st – June 1 <sup>st</sup> The appointed representative may serve for a one year term. A second on year term may be permitted in the event that no other qualified applicants apply.
<b>Position Requirements</b>	It is strongly encouraged that the Rep. be a member of the Youth Advocate Program (YAP) prior to their service for the BOD. If a Rep. is chosen that is not a member of YAP, the Rep. should become a member of YAP within 2 months his/her term; Must be between the ages of 16-18 and a high school student during the term they will serve (must be 16 years old by June 1 <sup>st</sup> of the term for which they apply)
<b>Key Responsibilities</b>	<ul style="list-style-type: none"> <li>• As a Youth Representative to the PA-TSA Board of Directors, I will interpret the organizations' work and values to the community, represent the organization, and act as a spokesperson.</li> <li>• I will be an active member in at least one committee, make every effort to attend committee meetings, board meetings and special events.</li> <li>• I will actively participate in one or more fund-raising activities.</li> <li>• I will act in the best interests of the organization, and will notify the President if I believe myself to have a conflict of interest.</li> <li>• I will maintain open communication with other youth members of PATSA and bring their concerns and ideas to the BOD</li> <li>• I will stay informed about what's going on in the organization. I will ask questions and request information. I will offer ideas or recommendations on behalf of our youth membership to the BOD to assist in decisions on issues, policies and other Board matters.</li> <li>• If I don't accomplish these commitments to the organization, I will expect the Board President to notify me and I will resume my responsibilities or submit my resignation.</li> </ul>
<b>Reports to or Partners with</b>	BOD Executive Committee
<b>Benefits &amp; Evaluation</b>	Opportunity to build leadership skills. At the end of the term the representative will receive an evaluation of their work. If the evaluation is positive, a Certificate of Leadership will be awarded along with a letter of recommendation from the BOD.

I, \_\_\_\_\_, agree to the above Youth BOD Representative guidelines,

Signature: \_\_\_\_\_ Date: \_\_\_\_\_