



Board Representative Description and Guidelines

Position Title	PA-TSA Board of Director Youth Representative
Position Description	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.
Age for Position	16-18
Position term	Annual term from July 1st – July 1 st 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.
Position Requirements	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 July 1 st of the term for which they apply)
Key Responsibilities	<ul style="list-style-type: none"> • 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. • I will be an active member in at least one committee, make every effort to attend committee meetings, board meetings and special events. • I will actively participate in one or more fund-raising activities. • 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. • I will maintain open communication with other youth members of PATSA and bring their concerns and ideas to the BOD • 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. • 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.
Reports to or Partners with	BOD Executive Committee, PATSA Staff, including the Administrator and Outreach & Volunteer Administrator
Benefits & Evaluation	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: _____