

May 10, 2010

RE: Walnut Youth Commission Selection Criteria

Dear Youth Commission Applicant:

Pursuant to Council action on July 9, 2003, the Walnut City Council discussed selection criteria for appointment to the Walnut Youth Commission.

At that meeting, the following criteria were established:

- 1) Appointment limited to one, two-year term in order to increase frequency of openings and to enable more youth to participate; current commissioners to be grandfathered-in.”
- 2) Volunteer requirements: Require that youth commissioners commit to a minimum monthly average of five (5) hours for commission meetings and volunteer work;
- 3) Letter of Recommendation: A letter of recommendation from a teacher regarding the applicant’s interest in serving on a commission; and
- 4) Essay: Require applicants to draft an essay outlining the reason for their interest in the Commission and things they would hope to accomplish through their term. The essay should be a minimum of one page (350 words) double spaced, maximum two pages (750 words).

To assist you with this process, I have enclosed a check list showing the items that are still required from you to complete your application.

Should you have questions or require additional information, feel free to contact me at (909) 595-7543 x 311.

Sincerely,

Teresa De Dios, City Clerk
City of Walnut

Enclosure

Name _____

Date _____

Pursuant to Council action on July 9, 2003, the Walnut City Council established specific Walnut Youth Commission selection criteria. In order for your application to be considered, you must respond to the following items:

QUESTION	YES	NO
I agree that I will commit to a minimum monthly average of five (5) hours for Commission meetings and volunteer work.		
Attached you will find a letter of recommendation from a teacher regarding my interest in serving on a commission.		
Attached you will find my essay outlining the reasons I am interested in serving on the Commission and things I hope to accomplish through my term (The essay is a minimum of one page (350 words) double spaced, maximum two pages (750 words)).		

Please return this sheet, and all required attachments, to the City Clerk's Office, City of Walnut, City Hall, 21201 La Puente Road, Walnut. Telephone number is (909) 595-7543.