

# YOUTH LEADERS OF MENIFEE

Term runs September 2022 to May 2023

The purpose of the Youth Leaders of Menifee (YLM) is to promote public service and community involvement, with, for and by youth. Teens will have the opportunity to be the voice of the youth in the community by creating and implementing programs and events for youth and teens. YLM creates a positive environment for teens to develop leadership skills, enhance communication, and build self-esteem and confidence. Through this program teens will also receive job readiness training and have the opportunity to volunteer at City of Menifee programs and events.

## YLM Member Requirements

- Be a current High School Student
- Live and/or attend school in the City of Menifee.
- Be available to attend regularly scheduled meetings (See meeting info below)
- Be available to volunteer on Special Projects and at City Events. (*Including weekends and weekdays after school*)
- Have a positive attitude and a desire to make a positive difference in the community!

## YLM Positions

Following interviews of interested students, City Staff will appoint YLM Officer Positions. President and Vice-President are voted for at the final meeting of the previous school year. All other students will be Regular Members.

### 11 OFFICERS:

- **President** – The official spokesperson for the Youth Leaders of Menifee. Assist City Staff Liaison with meeting agendas. Attends and facilitates each meeting. Works closely with the Committee Vice-President. Community outreach.
- **Vice President** – Works closely with the Committee President and assists with responsibilities as requested. Performs all duties of the Committee President in their absence. Volunteer coordination for all opportunities.
- **Youth Mentor Leads (3)** – The lead YLM members who plan and organize all activities and programs involving elementary school students. Will take the lead on planning and implementing the annual Youth Fair.
- **Teen Activities Leads (3)** – The lead YLM members who plan and organize all activities, programs, and events for middle school and high school students. Will take the lead on the annual 'Ready, Set, Future!' event.
- **Green Team Leads (3)** – Lead YLM members for the Green Team. Works on initiatives and brings awareness on keeping our planet clean and green. Promotes Youth involvement to meet their goals.

### OTHER POSITIONS:

- **Regular Members** – Will be updated regularly via email with upcoming volunteer opportunities and YLM projects they can get involved with. **Regular members will meet on the 4<sup>th</sup> Tuesday of each month at 5:30pm.**

## Officer Responsibilities

- **YLM Officer Meetings will be the 2<sup>nd</sup> and 4<sup>th</sup> Tuesday each month at 5:00pm for 60-90 minutes**
- Meeting agendas will be put together from the direction of the Committee President and Vice-President.
- YLM Officers are expected to be present at regularly scheduled meetings unless excused with prior notice to City Staff Liaison (At least 2 days notice required). A committee member with three (2) unexcused absences in one school year may be replaced at the discretion of the Staff Liaison.
- Officers must complete at least 15 hours of YLM Community Service (Not including meeting hours) each school year. 12 of those hours must be completed before the end of January to be eligible for the Officer Training Trip in February.

## All Member Responsibilities

- Promote community involvement, with, for, and by youth.
- Propose, plan, and implement activities, programs, and events to benefit the youth in our community.
- Partner with local organizations that focus on youth related topics.
- Promote youth involvement in community events, programs, or volunteer projects through public educations, the schools, and community organizations.
- Act in an advisory capacity to City Council and City Staff, as requested, in any matters pertaining to youth.
- Lead by example and always be a positive role model.