



Hello,

The Town of Tonawanda Youth Bureau of the Youth, Parks & Recreation Department is seeking two adult representatives to sit on the Town of Tonawanda Youth Board. Ideally, we are looking to fill an opening for a teacher from a private school, as well as an opening for a parent whose children are involved in YPR programs.

Our board is currently made up of six adults and six high school students. These members help make many decisions about the many programs we run throughout the year. Youth Board members plan and run the Annual Youth Board Dinner held in May where we honor Outstanding Youth from each of the high schools, as well as play an active role in organizing and assisting at a variety of community events.

Our meetings are held once a month during the school year, usually on the third Thursday of the month, at 6:30pm at the Youth, Parks and Recreation office at 299 Decatur Road in Tonawanda (in Lincoln Park, near Benjamin Franklin). Meetings usually last about 1-1.5 hours.

Other responsibilities of Youth Board members include:

- Attend at least three community events throughout the year.
(i.e. Breakfast with Santa, Valentine's Day Dance, Easter Egg Hunt, etc.)
- Attend all board meetings.
- Play an active role in the planning and implementation of Youth Bureau-run events (i.e. 3-on-3 Basketball Tournament, Chalk Fest, etc.).
- Make recommendations on what programs the Youth Division will run/fund each year.
- Act as a liaison between the Town Youth, Parks & Recreation department and their home school/organization/representative population.
- Take initiative in researching and planning new programs and services.

Please complete and return the attached application at your earliest convenience.

Thank you for your interest and commitment to the youth in our community! If you have any questions please contact me at 831-1001 x2227 or nruberto@tonawanda.ny.us.

Sincerely,

Nicole Ruberto
Youth Bureau Director

2022-23 Tonawanda Youth Board Adult Representative Application

Name: _____

Home Address: _____

Phone #: _____ E-mail: _____

Profession: _____

Workplace: _____

Background, Skills, Extracurricular Activities (Community service, sports, clubs, etc.):

Why would you be a good representative to the Youth Board?

I understand the responsibilities of the Youth Board and agree to be an active and involved member if I am chosen to serve as a representative.

Applicant Signature

Date

Please complete and return to: Town of Tonawanda Youth, Parks & Recreation, Attn: Nicole Ruberto, 299 Decatur Road, Buffalo, NY 14223 or fax to 716-831-1006 or email to nruberto@tonawanda.ny.us.