

Amplify Advisory Committee – Commitment and Guidelines

Volunteer Commitment

A strong Advisory Committee is essential to the success of the Amplify program. The purpose of the Advisory Committee is to have a dedicated group of young people guiding, organizing and helping to realize the goals of Amplify. The committee will require a significant commitment and hands on work in the areas of **social media, event planning, volunteer relations, fundraising and more.**

The goals of Amplify are as follows:

- Empower young artists
- Support all youth in expressing their creativity
- Celebrate youth culture
- Showcase the richness and diversity of a new generation

The Advisory Committee Members will be expected to:

- **regularly attend committee meetings twice a month.** Please be advised that if a committee member misses more than 7 meetings in a year, they will be asked to step down from the committee.
- **volunteer during events and activities has determined by the Advisory Committee.** We will plan, promote and host one event, project or activity every four months, for a total of three major events/projects/activities at year. Smaller events and activities maybe added at the Committees discretion.
- **download and allow notifications from the “BAND” app.** This app is a mobile community application that facilitates group communication and will send out reminders regarding meetings and quick messages from Staff, as well as other committee members.
- **check their email.** Meeting notes, surveys and other important information will be sent via email.
- **promote** Amplify events to friends and acquaintances, on social media and at school
- **provide** input and expertise in certain essential areas of the program ie. volunteer coordination, social media, fundraising, event planning, grant writing etc.
- **make** recommendations with the intention of creating a successful program that engages a wide variety of youth
- **fundraise** as a committee to meet the budgetary requirements of Amplify.
- **plan, organize, promote and attend Amplify related events.** Events will be selected by the Advisory Committee.

Skills & Qualifications:

- Excitement about artistic community projects
- Strong commitment to community volunteerism
- Willingness to mobilize and engage youth in collaborative community projects
- Knowledge of the local community and youth arts scene

Committee Guidelines:

- Members must be in Grade 7 and up.
- Members shall portray a positive Program image to the public and represent the City of the St. Albert with decorum
- Members shall treat other volunteers, committee members, performers, staff and the public with dignity and respect
- In the event of any difficulty, members shall contact the City of St. Albert's liaison on the Advisory Committee
- There may be additional screening required for some committee positions

Notice of Departure: Volunteers may resign from their volunteer service with the Advisory Committee at any time. It is requested that volunteers who intend to resign provide notice of their departure and a reason for their decision.

Notice of Dismissal: The City of St. Albert or its representatives may remove a volunteer from the Advisory Committee at any time provided the volunteer has had an opportunity to discuss the reasons for possible dismissal.

Policies and Procedures

Membership Roles and Responsibilities: Excluding staff members, committee members must be considered 'youth,' and at least in Grade 7. At least one staff liaison from the City of St. Albert's Community Services Department will attend meetings.

Meetings shall be chaired by the staff liaison in attendance. Additionally, the staff liaison shall call meetings and determine the agenda.

Decision-making: Decision-making shall be determined by majority vote.

Signature
Amplify Advisory Committee Member