ADVISORY COUNCIL MEMBER
JOB DESCRIPTION

Duties and Responsibilities

A member of the Advisory Council has the following duties:

- Serve as an advisor to Sourcewise, the State designated Area Agency on Aging for Santa Clara County;
- Act as an independent advocate for older persons, taking positions on federal, state, and local programs and legislation affecting older persons;
- Actively seek advice from senior coordinating councils, senior advocacy organizations, elected officials, and the general public for the purpose of advocating issues of concern to older persons;
- Inform local senior advocates and organizations of legislation pending before local, state, and federal governments;
- Disseminate information of interest and concern to older persons;
- Be actively involved in the development, implementation, and monitoring of the Area Plan and contract services;
- Develop legislative platforms with representatives from the California Senior Legislature and other state advocacy organizations;
- Sponsor public hearings on the annual Area Plan objectives.

Qualifications:

- **Appointments** – Advisory Council members are appointed by designated bodies such as the County Supervisors, City Councils and Senior Organizations or are elected by the Advisory Council.
- **Age** – Appointments by County Supervisors and City Councils must be 60 years of age or older.
- **Geographical Area** – Appointees must live within the city limits of the appointing city or within the Supervisorial District.
- **Interest** – Appointees should have an interest in aging issues and willingness to work to find solutions to alleviate the problems of Older Americans.
Meetings and Time Commitment:

- The Advisory Council generally meets the first Monday of each month at 12:00 PM. Members spend time each month preparing for and attending the regular meetings, in contact with seniors and local officials, and in attendance at appropriate community meetings. Members are expected to work on at least one committee which will meet monthly. From time to time, there are training sessions and other special meetings in which members participate. It is expected that the members will represent the interests of the older population in their district and keep their special groups informed regarding the programs and activities of the Advisory Council and Sourcewise.

- A term is for 3 years, with a single 3-year renewal available. A person can be appointed by a different agency at the end of their term.

Attendance

- Advisory Council Members are expected to attend all Advisory Council meetings. Advisory Council By-Laws require that a member with unexcused absences from any three consecutive meetings, or seven during a year, is deemed to have resigned from the Council.

Benefits

- Members may be reimbursed for some expenses incurred on Advisory Council business, such as mileage and pre-approved trainings and conferences.

For more information, please contact:

Tom Picraux, Chair - Membership
Sourcewise Advisory Council
(408) 356-8129
ADVISORY COUNCIL MEMBER APPLICATION

Representative of or Appointed by: ______________________ Date term begins† July 1st, 2019

Name: _____________________________________________________________

Address: ___________________________ (City) ___________________________ (State) ___________________________ (Zip Code)

Phone #: ___________________________ E-mail2: ___________________________

Age: ___________________________ Ethnicity/Race: ___________________________

Please describe your interest in aging issues and the Advisory Council Membership.

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Please describe your work, education, or experience relevant to the aging population.

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1 Appointments are for 3 years, each year from July 1 - June 30. A one-time renewal is available at the discretion of the appointing agency.

2 Minutes, agendas, and other information will be e-mailed.
OTHER INFORMATION

Interest:
Candidates should have an interest in aging issues and willingness to work to help identify ways to alleviate the problematic issues faced by older adults in Santa Clara County.

Appointments by the Board of Supervisors and Cities Only:
Appointees from these organizations must be over age 60 and reside in that supervisorial district/city. These requirements may be waived at the request of the appointing organization with justification, subject to approval.

Job Description:
Please see the Advisory Council Member Job Description for more information on Member duties and responsibilities.

Appointees:

Signature of Representative/Title

Signature of Appointing Body

Non Appointed Candidate:

Printed Name

Signature