



## CITY OF GLENDALE STUDENT AMBASSADOR PROGRAM

### WHAT IS IT?

The City of Glendale Student Ambassador Program is a volunteer program through the City Clerk's Office. It gives students the opportunity to be trained on the agendas and proceedings of City Council Meetings, and to act as representatives, welcoming new attendees, explaining the agendas, and answering any other questions pertaining to the Council Meetings. The Ambassadors will help the City Clerk's Office reach out to, and inform, the community about meeting protocol and decorum, and will act as liaisons between City Hall and our community.

### WHAT ARE THE BENEFITS FOR THE STUDENTS?

- Training to learn about City Hall, City Council, and agendas
- Assist in outreach efforts to the community for the City Clerk's Office
- Increase civic partnership and awareness
- Volunteer hours toward their graduation requirements
- Recognition by the City Clerk

### HOW DOES IT WORK?

High School Students are asked to complete and sign a recommendation/consent sheet with their teacher. The student will attend two training sessions to learn about City Hall, City Council, and weekly meetings. After the training sessions, students are required to attend the City Council Meetings every Tuesday evening, 5:30-7:30 pm, at City Hall in the Council Chambers, located at 613 East Broadway, 2<sup>nd</sup> Floor, Glendale, CA 91206.

***Students must confirm their availability prior to volunteering.***

### INTERESTED IN BECOMING PART OF THE TEAM?

Please contact the City Clerk's Office, at (818) 548-2090 or at [www.glendaleca.gov](http://www.glendaleca.gov)

This is a great opportunity to learn something about your city and get involved, so urge your friends to apply as well!

**The appropriate dress code is professional, reserved attire:**

**Gentlemen: Navy Blue or Black Suits with White or Light Blue Dress Shirts, a Dark Solid Tie, and Black Dress Shoes.**

**Ladies: Dark Colored Business Suits (Pants or Skirts below the knee) with a White or Light Blue Sleeved, Button Down, Professional Blouse, and Professional Flats or Pumps (No Sandals).**



## CITY OF GLENDALE CITY HALL STUDENT AMBASSADOR PROGRAM

### Recommendation/Consent Form

#### STUDENT INFORMATION:

I understand that I must meet the following requirement to be eligible for this program:

- A high school rising junior - senior with a grade point average of at least 2.7

You must agree to the following by checking (both) boxes:

- I must attend a training class  
 I must provide my own transportation

Student's Full Name: \_\_\_\_\_ Phone: (    ) \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Birth Date: \_\_\_\_\_

Grade Point Average: \_\_\_\_\_ E-mail: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

#### TEACHER INFORMATION:

Please print

Teacher Name: \_\_\_\_\_ Phone: (    ) \_\_\_\_\_

School Name: \_\_\_\_\_

School Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Teacher Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**SUBMIT APPLICATION - By: September 15, 2018**

Office of the City Clerk

613 E. Broadway, Rm 110 Glendale, CA 91206

Tel: 818-548-4000 Fax: 818-241-5386 or Email: [Ameserkhani@glendaleca.gov](mailto:Ameserkhani@glendaleca.gov)