



ADVISORY COMMITTEE MEMBERSHIP APPLICATION

First 5 San Bernardino is accepting applications for membership to serve on the Advisory Committee to our Commission. The Advisory Committee is responsible for providing expertise, advice and assistance to the Commission, staff and service agencies to enhance the capacity, accessibility and quality of our partnerships and service to the public. The role of the Committee is advisory in nature and not for the direct establishment of program policy.

Advisory Committee members may contribute in the following ways:

- provide professional and technical expertise and support;
- provide information regarding current research and best practices;
- assist in identifying and obtaining quantitative data for indicators;
- facilitate integration of services and collaboration;
- identify leveraging opportunities;
- assist in the procurement process and the evaluation of proposals;
- review the five-year financial plan;
- conduct periodic reviews and projections of the Strategic Plan;
- develop recommendations and amendments to the Strategic Plan;
- promote and encourage community collaboration, engagement and involvement.

Qualifications: Advisory Committee members should reside or be employed in San Bernardino County and agree to fulfill the responsibilities and commitment of the position.

Term: The term of office will be two (2) years from the date of appointment. Commission staff will revisit Advisory Committee membership and recruit and select members each year. Members may serve indefinitely until such time that the member withdraws from his/her service or upon Commission staff determining a member's appropriate contribution and expertise.

Conflict of Interest: Advisory Committee members may not use their position to influence decisions in which they have a financial interest. Members must disclose their interest and abstain from voting on any Advisory Committee recommendation in which they have such interest.

Members shall not be compensated for their services except for reimbursement of reasonable expenses, such as mileage, for attending meetings and discharging responsibilities as authorized by the Commission.

Commitment: Membership on the Advisory Committee will require a commitment of time and effort. Expectations of members are as follows:

- Attend scheduled Advisory Committee meetings;
- Stay up to date with First 5 San Bernardino activities;
- Serve on working groups or ad hoc committees convened to perform specific tasks or develop specific recommendations for the Commission; and,
- Participate in regional forums or other public activities designed to provide community input or professional expertise to the community and the Commission.



**ADVISORY COMMITTEE MEMBERSHIP
APPLICATION**

Name & Title: _____

Agency Name: _____

Address: _____

Phone: _____

E-mail: _____

Ethnicity (optional): _____

Languages Spoken: _____

Identify the manner and extent of your experience in the following questions. Be sure to provide particular evidence of your past experience as it relates to children prenatal to five years of age and their families. Attach additional pages if needed (a resume may be attached containing this and any other information that would be helpful).

Education: _____

Employment Experience: _____

Community Experience and Affiliations: _____

Other experience that qualifies you for this appointment: _____

What is your goal(s) for serving on this advisory team: _____

Do you or any member of your immediate family work for First 5 San Bernardino or hold a position that might conflict with your ability to make impartial recommendations? If yes, please explain:

By signing below, I declare that the information provided above is accurate and complete to the best of my knowledge.

Print Name & Title

Date

Signature

Please return your application by email to:
Traci.Homan@cfc.sbcounty.gov

OR

Mail to:
First 5 San Bernardino
Attention: Traci Homan, Executive Assistant
735 East Carnegie Drive, Suite 150
San Bernardino, CA 92408

Questions? Contact Traci at 909-252-4252