

**West Oakland Senior Center
Advisory Council ♦ 2022-2023
Application and Information**

We Need Center Leaders

We are looking for people to share their innovative ideas and skills in finance, event planning, health care, and more, with the senior community.



- Would like to have a voice to advise about center programming;
- Can you attend the monthly Council meetings; and
- Are able to volunteer at least ten (10) hours per month.

We're asking that you *please* consider joining the Center's 2022 Advisory Council. Applications are on our website and at the front desk of the Senior Center.

If you have any questions, please contact center staff.

Nomination/Election Schedule

November 3-17, 2021 – Application Period.

Advisory Council Applications must be received by the close of business on Wednesday, November 17, 2021.

Completed applications should be left with Center staff at the reception desk or emailed to WOSC@oaklandca.gov.

November 29 - December 3, 2021 – Nominating Committee meets to screen and discuss all applications.

December 6, 2021 – Nominating Committee forwards slate of candidates to Scott Means, Aging and Adult Services Manager in the City of Oakland's Human Services Department.

December 8-14, 2021 – *Voting – in person and online*
Write in nominations will be accepted on the ballots.

December 16, 2021 – December Advisory Council Meeting at 10:00 a.m. on Zoom.

All Advisory Council candidates are asked to attend this meeting.

The Nominating Committee Chair will present the results of the election to the Center members.

Thursday, January 27, 2022 and Thursday, February 3, 2022– Mandatory Policy and Procedure Advisory Meeting including;

- Leadership Training & Development Workshop for Councilmembers
- Council member swearing in
- Council officers will be elected

Thursday, February 17, 2022 – *Second Advisory Council Meeting*

West Oakland Senior Center (WOSC) 2022-2023 Advisory Council Application

Name: _____ Phone No.: _____

Address: _____ City & Zip: _____

e-mail: _____

Read the attached Advisory Council (AC) Responsibilities.

1. Are you willing and able to abide by the AC Responsibilities? ___Yes ___No
2. To be on the Advisory Council you must be a paid member. Is your membership at WOSC current? ___Yes ___No
3. Advisory Council (AC) Members are required to volunteer 10 hours per month. This can be done by attending AC meetings, representing AC at commission meetings, and actively participating in center events (classes, special events, travel, other). Can you meet that requirement? ___Yes ___No

4. Why would you like to serve on the Advisory Council?

5. What programs, classes, or services are you currently involved in here at WOSC?

6. Describe the skills, talents, or experience that you would bring to the Advisory Council; include if you have you ever held an office or been a member of a board, council, or commission.

Oakland Senior Center

Advisory Council Member Responsibilities

1. Maintain current Senior Center membership;
2. Attend at least nine of the eleven regularly scheduled monthly Advisory Council meetings in accordance with the Bylaws;
3. Comply with the City of Oakland standards for volunteer board members by avoiding conflicts of interest and disclosing information on the form 700 Statement of Economic Interest;
4. Accept an assignment on one or more committee and attend the meetings of those committees in accordance with the Bylaws;

Currently, the following committees are recognized as standing committees:

<i>Special Events</i>	<i>Executive</i>
<i>Travel</i>	<i>Membership</i>
<i>Finance</i>	<i>Programs and Services</i>

The following committees are recognized as *ad hoc* committees:

<i>Bylaws</i>	<i>Nominating</i>
<i>Policies Procedures</i>	<i>Newsletter</i>
<i>Volunteer Coordination</i>	

5. Be **actively** involved in Senior Center programs and activities, and attend Council sponsored or recommended training;
6. Perform a minimum of ten (10) monthly volunteer service hours at the Senior Center;
7. Represent the Senior Center in the general community and actively advocate, network, and lobby to benefit the membership and all Oakland Seniors;
8. Abide by the Bylaws, policies, and procedures of the Senior Center;
9. Support and participate in the Senior Center special events and fund raising activities; and
10. Stay informed on Center activities, current trends, and innovations for seniors.