



Hello,

The Town of Tonawanda Youth Bureau of the Youth, Parks & Recreation Department is seeking a sophomore or junior resident of the Town of Tonawanda to sit on the Town of Tonawanda Youth Board.

This student will join eight other youth and ten adult board members. These members will help us make many decisions about the many programs we run throughout the year. Youth Board members plan and run the Annual Youth Board Dinner held in May where we honor Outstanding Youth from each of the high schools.

Our meetings will be held once a month during the school year, usually on the third Thursday of the month, at 6:30pm at the Youth, Parks and Recreation office at 299 Decatur Road in Tonawanda (in Lincoln Park, near Benjamin Franklin). Meetings usually last about one hour.

Other responsibilities of Youth Board members include:

- Attend three community events throughout the year.  
(i.e. Breakfast with Santa, Valentine's Day Dance, Easter Egg Hunt, etc.)
- Attend all board meetings.
- Play an active role in the planning and implementation of Youth Bureau-run events (i.e. 3-on-3 Basketball Tournament, Chalk Fest, etc.).
- Make recommendations on what programs the Youth Division will run/fund each year.
- Act as a liaison between the Town Youth, Parks & Recreation department and their home school.
- Take initiative in researching and planning new programs and services.

Please complete and return the attached application/nomination at your earliest convenience. We will accept up to 3 nominations from each school, to be interviewed in October (tentatively). This is a great resume builder and opportunity for a student to serve as a vital link between your school and our department and youth bureau.

I thank you in advance for your assistance. If you or the students have any questions please contact me at 831-1001 x2227 or [nruberto@tonawanda.ny.us](mailto:nruberto@tonawanda.ny.us).

Sincerely,

Nicole Ruberto  
Youth Bureau Director

**2022-23 Tonawanda Youth Board Student Representative Application/Nomination Form**

Student Name: \_\_\_\_\_

Home Address: \_\_\_\_\_  
\_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail: \_\_\_\_\_

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

Grade: \_\_\_\_\_ GPA: \_\_\_\_\_

Extracurricular Activities (Community service, sports, part-time job/internship, clubs, etc.):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Why would this person be a good representative to the Youth Board?

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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I understand the responsibilities of the Youth Board and agree to be an active and involved member if I am chosen to serve as my school's representative.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Principal Signature

Please complete and return to: Town of Tonawanda Youth, Parks & Recreation, Attn: Nicole Ruberto, 299 Decatur Road, Buffalo, NY 14223 or fax to 716-831-1006 or email to [nruberto@tonawanda.ny.us](mailto:nruberto@tonawanda.ny.us).