



#JusticeforYouthbyYouth

## **CALIFORNIA ASSOCIATION OF YOUTH COURTS**

### **CAYC Youth Board Liaison** ***Role Description***

The CAYC Youth Advisory Board Liaison acts as an intermediary between the adult board and youth advisory board. The Liaison draws support and guidance from the adult board, while providing coordination and leadership to the youth board. Youth board members will be asked to give their opinion on many issues concerning the development of effective youth court programs in the state, as well as the annual CAYC Summit, and it is the role of the Liaison to facilitate their process.

#### **Specific Tasks and Duties:**

- Interface with adult CAYC board;
- Set up regular conference calls with youth advisory board;
- Coordinates with the Youth Chair in responsibilities;
- Facilitate youth advisory conference calls and meetings;
- Provide the youth a means for making decisions that the adult board requests of them;
- Report back progress of youth advisory board to adult board;
- Keep the youth advisory board on track and assist in resolving any internal issues as they arise;
- Set up technology needed for communicating with the youth board (ex: FB group, sharing google docs, etc);
- Shares the password to Facebook or any social media with Youth Chair and CAYC Board point person, Sacha Marini;
- Coordinate any youth board tasks, assignments, and/or presentations;
- At the end of the youth term, Liaison and current youth chair make a nomination decision about who should be the next year's youth chair- based on performance, age, grade, and group dynamics. This decision is then ratified by the CAYC board at the September Board meeting;
- Attendance at CAYC annual board meeting;
- Attendance at annual CAYC Summit

**Compensation:** The cost of registration and transportation for attending the CAYC summit and annual board meeting are covered, as well as other expenses incurred in the course of Liaison duties.

The Liaison term is for one year (July-June) but may be renewed for successive terms if mutually agreeable.