



City of Livingston

1416 C Street

Parks Recreation and Arts Commissioner
Application Packet

Application Deadline
Open Until Filled

Parks Recreation and Arts Commissioner Vacancy Announcement

The City of Livingston is seeking qualified individuals to serve as **Parks Recreation and Arts Commissioners**. Through this commission our city can better serve our citizens in the area of parks recreation and arts.

The **Parks Recreation and Arts Commission** is a volunteer commission that acts in an advisory capacity to the city council and as ambassadors to our community to interpret the mission statement, philosophy, policies and goals of the recreation department.

All commissioners are appointed by the city council. The council seeks candidates who:

- Are residents of the City of Livingston or live within the Livingston Union School District Boundaries.
- Have had experience in recreation through education, participation or volunteerism and agree with department philosophy.
- Are passionate about serving the community.
- Eager to assist in fundraising projects.

The council seeks informed input from this commission and your education or experience in this field qualifies you for insightful recommendations or feedback.

If this is a position you are interested in you may request an application packet from the Recreation Department at 394-8830 or get a packet online at www.cityoflivingston.org. Information in this packet is provided to help you determine your level of interest in filling a Recreation Commission position. Please read through the documents, complete the required information and turn them in to City Hall prior to the date on the cover of this packet. Qualified applicants will be called for an interview by the City Council.

DUTIES AND EXPECTATIONS OF THE PARKS RECREATION AND ARTS COMMISSION



The Recreation Commission is made up of 7 council appointed members and 2 council appointed alternate members that act in an advisory capacity to the city council, the city manager and the superintendent of parks and recreation, in all matters of public parks recreation and arts, and to cooperate with other governmental agencies, civic groups in the advancement and enhancement of sound recreation planning and programming.

Commissioners also recommend policies on recreation and park services, volunteer staff and discipline for approval of the city council; they advise the superintendent of parks and recreation on problems of development of recreation areas, facilities, programs and improved recreation services; recommend the adoption of standards on areas, facilities, programs and financial support. Commissioners act as ambassadors to interpret the mission statement, philosophy, policies and goals of the recreation department to the public.

What is the mission statement of the Recreation Department?

The purpose of the City of Livingston Recreation Department is to provide recreational opportunities and athletic programs for residents of the City of Livingston.

Goals:

The goals of the recreational programs are to encourage community spirit and fellowship.

The goals of the athletic programs are:

1. *to allow all players as equal an opportunity as possible to participate,*
2. *to instruct players in the development of their capabilities,*
3. *to build good character and encourage teamwork,*
4. *to develop and practice good sportsmanship,*
5. *to implement the principles of fair play,*
6. *to improve physical fitness,*
7. *to have fun.*

What are the 5 principles of fair play:

1. *Respect the rules.*
2. *Respect the officials and their decisions.*
3. *Respect your opponent.*
4. *Give everyone an equal chance to participate.*
5. *Maintain your self-control at all times.*

Make studies and recommend rules and regulations for adoption by the city council for the use and enjoyment of all public parks and recreational facilities, and particularly of specific recreational facilities, including, but not limited to, playgrounds, play fields, recreational centers, swimming pools, ball diamonds, basketball courts and such other recreational areas and facilities as may require regulation from time to time;

Review the annual budget of the parks and recreation department before presentation to the city manager and make recommendations thereto to the city council and the city manager and, in the case of capital improvements, also to the planning commission.

Consider the issues and needs of the senior, adult, teen and youth population of the city in recommending programs, policies, and facilities.

Members are expected to attend all Commission Meetings which are held by ordinance the 4th Thursday of the month at 6pm. Meetings are held in the City Hall Conference Room, 1416 C Street. Members are expected to send formal notification to the Commission Chair or city staff if absence is unavoidable. This action will classify the absence as "excused". Members are expected to attend the entire meeting and actively participate.

City of Livingston



Parks Recreation and Arts Commission

Deadline for Submission Open Until Filled

Supplemental Questionnaire

Please return to:

City of Livingston

Attn: City Clerk

1416 C Street

Livingston, CA 95334

(209)394-8041 ext 121

NAME: _____

DATE: _____

Please print or type your answers to the following questions and submit them with your completed application. You may submit additional sheets, if necessary, to complete your answers.

1) Have you ever attended a **Parks Recreation and Arts Commission** meeting? YES NO

Date attended _____

2) How did you learn about the vacancy on the **Parks Recreation and Arts Commission**?

3) Describe your involvement in community activities, volunteer and civic organizations:

4) What is it about the **Parks Recreation and Arts Commission** that interests you? What qualities, experience and expertise would you bring to the **Parks Recreation and Arts Commission**?

5) How would you see your role as a commissioner when recommending policy and working with the council?

6) What are the current issues that the **Parks Recreation and Arts Commission** will face?

7) If appointed, what specific goals would you like to see the **Parks Recreation and Arts Commission** achieve?



Committee/Commission Application

| Name | Address | Committee/Commission Applying For |
|---|---------------------|-----------------------------------|
| | | |
| Live Within City Limits | Phone Number | Occupation |
| Yes No | | |
| Please describe your background and qualifications | | |
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