

Minister's Youth Council

Fact Sheet

General Information for Students

Minister's Youth Council Overview

The Minister's Youth Council is a group of approximately 32 Alberta junior and senior high students, aged 14 to 19, that provides input to the Minister of Education and the Alberta government on provincial education initiatives. The council members bring diverse interests, identities, backgrounds and perspectives from all across Alberta.

Member Expectations

The Minister's Youth Council has an important role in the education system. Working at the provincial level, all council members will:

- Be active and responsible members.
- Be available to attend all meetings.
- Share diverse student perspectives with the Minister of Education.
- Work with one another and Alberta Education staff to provide input on education issues.
- Interact with one another outside of meetings to discuss ideas and upcoming activities.

Member Time Commitment

Council members will serve a 10-month term, aligned with the school year. They will attend three meetings to be held:

- Fall 2019
- Winter 2020

- Spring 2020

Note: Dates to be determined and could be subject to change.

Each meeting will begin Friday evening and run through to Monday afternoon. There will also be time between meetings that council members will use technology to discuss ideas and upcoming activities.

Meeting Locations

The three meetings will be held in Edmonton at the Bennett Centre, bennettcentre.epsb.ca. All overnight accommodations, meals and snacks, meeting rooms and outdoor activity areas are provided at the Bennett Centre.

Travel Arrangements

All your travel and accommodation needs will be taken care of by the Government of Alberta. The government will book and pay for your travel. School or school district representatives are not required to accompany or chaperone council members.

Chaperone Commitment

An adult chaperone will meet you when you arrive in Edmonton and ensure you get to the Bennett Centre safely. At the end of the meeting on Monday, an adult chaperone will accompany you to the airport or bus station for your return home.

Government of Alberta staff, including certificated teachers, will provide supervision at all times. There will be one adult chaperone for every six students.

Guidelines and Expectations to Ensure Welcoming, Caring, Respectful and Safe Environments

All council members and their parents or legal guardians will be made aware of expectations for student behavior and conduct, including the responsible use of digital technologies.

Council members will be provided training to understand their responsibilities and, with their parents or legal guardians, be required to sign an acknowledgment of behavior and conduct expectations.

Meeting Expectations

The council members will work with the minister and government staff to provide input on education issues that impact students. As authentic partners, council members may act as planners, advisors, researchers, participants, respondents, facilitators and presenters.

School District Representation

The members of the Minister's Youth Council will form a representative group of Alberta students, not of their school districts.

Accommodations for Special Needs and/or Circumstances

Accommodations will be provided by government staff, according to your specific situation.

Free Time

All council members will remain at the Bennett Centre throughout each meeting from Friday evening through to Monday afternoon. In addition to the work of the council, a variety of recreational activities will be included. Supervision will be provided at all times.

Next Steps

The selected council members will be notified in September 2019. Information packages will be sent to council members, and their parents or legal guardians, with more information to help prepare for the meetings.

Application Process for the Minister's Youth Council

Application Information

There is a link to the application package on the Alberta Education website at alberta.ca/student-engagement.aspx.

The process includes 3 steps for you to complete:

1. Read this Fact Sheet carefully to understand the role and responsibilities of the Minister's Youth Council.
2. Share the information and discuss your interest to apply with your parents or legal guardians. If you are younger than 18 years old, your application must include signed parent/guardian consent.
3. Complete the application package online and click on the submit button.

If you are unable to complete the application online, download the PDF application package and complete it. Mail the completed package to Alberta Education.

Alberta Education
Government of Alberta
Attention: Student Engagement Branch
6th Floor, 44 Capital Boulevard
10044 – 108 Street
Edmonton, AB T5J 5E6

Application Deadline

Application packages must be submitted online or by mail and received or postmarked by **July 31, 2019**. Late applications will not be accepted.

Application Time Commitment

Please plan to spend a few hours to work on your application to ensure that it is the best possible and most accurate representation of yourself. This is the information that will use for the selection process.

Applying for a Friend

Each applicant must complete and submit their own application.

Application Question Limit

There is a limit to how many characters you can use for each question. Please stick to this limit and be as concise as possible.

Withdrawing from the Council

If you feel you are unable to meet your obligations to the council, contact us at 780-638-3153, or edc.studentengagement@gov.ab.ca. We do not replace students who withdraw from the council.

Re-Applying

If you have already applied and you were not selected, you are welcome to apply another year as long as you will be attending junior or senior high school and are between 14 and 19 years old as of September 1, 2019.

Selection Process for the Minister's Youth Council

After the application deadline of July 31, 2019, government staff will review and evaluate the applications received.

Open, Transparent and Inclusive Selection Process

The minister is committed to a transparent process for selecting council members.

To ensure the selection process is open, transparent and inclusive, students will be selected for the council based on these principles:

- **Diversity:** The recruitment and selection process will honour and promote diversity on

the council. If you are reading this, and you are a junior or senior high school student attending school in Alberta, you are eligible to apply.

- **Competency:** The criteria for selecting council members will be based on creating a council that, collectively, has the skill-set and the mind-set needed to meet the needs and nature of the council as a whole. If you can demonstrate a passion for education and a strong desire to share your voice, you are encouraged to apply.
- **Consistency:** The recruitment and selection processes will be applied consistently for all individuals selected by the provincial selection team to the council.
- **Transparency & Openness:** The recruitment and selection process will be clear, publicly available and communicated to students, parents, teachers and our education partners. The minister will take steps to ensure that as many students as possible are invited to apply to the council and that the final 32 students selected for the council will be disclosed to the public.

Selection of the Minister's Youth Council

For this council to be meaningful, the minister needs a team of students with a broad and diverse range of life experiences, knowledge and skills. The competencies listed below will be used to identify members for the Minister's Youth Council.

| Competency Area | Critical Competencies | Brief Description |
|--------------------------------------|---|--|
| Experience and Knowledge | <ul style="list-style-type: none"> • Experience with Alberta's education system • Demonstrated commitment to community • A unique perspective based on life experience | The applicant has experiences and knowledge that are relevant and valuable to the council. |
| Personal Effectiveness Skills | <ul style="list-style-type: none"> • Demonstrated experience leading others and or contributing to a team • Strategic thinking/planning • Critical and creative thinking/problem solving | The applicant has skills that will be of value to the council. |

To help with your application, here are some qualities, knowledge and skills the minister hopes to see. You may also identify other qualities and the minister is interested in hearing about those, too. Remember, her goal is to have a well-rounded Minister's Youth Council that can provide her with advice about the education experience in Alberta.

| Relevant Experience and Knowledge | |
|--------------------------------------|--|
| Your experience and knowledge | You have spoken out about things that matter and have worked to make a positive difference. You definitely have had some life experience that gives you insight into what it means to be human and can use that insight to influence others. You value people and ideas. You are curious about the world around you and you take action to learn more. |

| Commitment to community | You have experience contributing to the community. It could be your school community or communities outside of school. You may have influenced students, parents, teachers, principals or community members to take positive action. You demonstrate the ability to build networks and foster trusting relationships. |
|---|--|
| Personal Effectiveness Skills | |
| Leadership and Teamwork Skills | You have a demonstrated ability to inspire, motivate and offer direction and leadership to others. You can demonstrate an understanding of the importance of teamwork. This may include an ability to inspire a shared vision for a better world, the skill of recognizing and valuing the contributions of others and or a demonstrated ability to others to do great work. You might have some experience with leading a group, a club or a team. You might lead a team at work or in a volunteer capacity. |
| Strategic Thinking and Planning Skills | You have an ability to think strategically about opportunities and challenges you face. You can anticipate what might happen and plan accordingly. You may have managed a budget, planned for an event or organized a trip. You can demonstrate that people come to you for advice and suggestions for how to move forward. |
| Critical Thinking and Problem Solving Skills | You can demonstrate the ability to apply critical thinking to creatively assess situations and to generate new or innovative solutions to challenges. This can include identifying potential risks and devising plans to minimize the impact of those risks. |

After Applications are Reviewed

The provincial selection team will select applicants to be interviewed. If you are chosen to proceed to this second stage of the selection process, you, and your parents or legal guardians, will be contacted.

Interview Overview

You will be asked more questions related to your relevant experience and knowledge, and personal effectiveness skills. The interview will be a phone or video conference and be under 30 minutes in length.

Interview Preparation

Most importantly, be yourself. Similar to your completed application, we want to learn as much as we can about your unique interests, identities, background and perspectives, so that we are able to create a diverse Minister's Youth Council.

Notification of Selection

The students chosen as council members will be contacted in September 2019. All applicants will receive notification that the process has been completed and the council has been selected.

Financial Information

There is no pay associated with being a member; however, all meal, accommodation and travel costs are covered when you attend the meetings.

Information for Parents and Legal Guardians

Personal Information and Privacy

As stated in the collection notice included at the bottom of each page of the application package, the personal information provided by students in this application will be used for two purposes:

1. Selecting members of the Minister's Youth Council.
2. Administering the Minister's Youth Council program, including communicating with members of the Minister's Youth Council about events.

Publication of Personal Information

This information is included in the authorization and declaration form that is included in the application package. By signing, parents or guardians understand that if their child is selected to participate in the Minister's Youth Council a public profile limited to name, photo, and a brief description of their child's skill set will be publicly disclosed by the Alberta government through newsletters, news releases, websites, and social media accounts to promote and advertise the Minister's Youth Council and its activities.

Parental Consent

You will receive detailed information prior to the first meeting. Your consent is required for your child to participate the meetings.

Parental Attendance

Parents may not attend the meetings. You may travel with your child before and after the Minister's Youth Council meetings; however, you will have to assume all your own travel and accommodation costs (hotel, meals).

Financial Information

All costs associated with travel and accommodations (meal and transportation included) will be covered by the Government of Alberta.

Adult Supervision

Adult supervisors will be onsite throughout the meeting from Friday evening through to Monday afternoon. The ratio of supervisors to students will be one to every six students. Council members will be required to remain onsite at all times.

Unsupervised Time and Off Site Allowance

Adult supervisors will be onsite from Friday evening through to Monday afternoon. Students will not be permitted to leave site.

Accommodations for Special Needs and/or Circumstances

We will accommodate youth with special needs and work with individual situations.