



## ***The Riverside County Board of Supervisors and the Riverside County Children and Families Commission aka First 5 Riverside Seek Advisory Committee Members for 2017-2019.***

The Riverside County Board of Supervisors (BOS) and the First 5 Riverside Commission is seeking applicants to fill upcoming vacancies on the Advisory Committee to the Commission. The Commission receives an allocation of approximately \$21 million annually in Proposition 10 funds for investment in programs and services to benefit children from birth through 5 years of age and their families residing in Riverside County.

The BOS and Commission are seeking applicants who represent the diverse interests, geographical regions, economic backgrounds, cultural and ethnic heritage of County residents with technical expertise or experience specific to children 0 through 5 years of age. Candidates are being sought for appointment by Supervisorial Districts 1 and 5.

Estimated time commitment is up to 6 hours per month, consisting of attendance at Advisory Committee meetings, participation in Commission committees and reading meeting materials. Terms are two years with no limit on the number of terms served. Committee applicants are cordially invited to observe First 5 Riverside Commission meetings to see the First 5 Commission in action and meet the Commissioners and staff. Commission meetings are held the second Wednesday of the month as scheduled at 2:00 PM.

For more information contact Lynn Stephens, Commission Secretary at (951) 715-4619 or [lstephens@rccfc.org](mailto:lstephens@rccfc.org). Send the original, signed application to the offices of First 5 Riverside, 585 Technology Court, Riverside, CA 92507. Alternatively, you may fax your completed application to (951) 248-0082, Attn: Lynn Stephens. Recruitment will remain open until the positions are filled.

**Notice of Vacancy on the  
Advisory Committee to the Riverside County Children and Families Commission  
aka First 5 Riverside**

**ADVISORY COMMITTEE MEMBER JOB DESCRIPTION**

**Background and Criteria**

The Riverside County Children and Families Commission (RCCFC) was established by the Riverside County Board of Supervisors with the adoption of Ordinance No. 784, enacted on January 22, 1999 and reorganized by the Board with the adoption of Ordinance No. 784.9 enacted on June 9, 2009. The RCCFC implements the provisions of Proposition 10, which provides tobacco tax funds to facilitate the creation and implementation of an integrated, comprehensive, and collaborative system of information and services to enhance optimal early childhood development and to ensure that children are ready to enter school. Terms are two years with no limit on the number of terms that may be served. Applicants must be able to:

- become familiar with the intent and spirit of Proposition 10 (the authorizing legislation for the First 5 Commission) and the Commission’s Strategic Plan,
- attend meetings of the Committee (meeting schedule to be determined),
- participate on Commission committees as needed
- read materials necessary to prepare for these meetings, and
- as requested, represent the Commission and its goals to the general public and throughout the community. This may include speaking occasionally at meetings and other events

**Specific Duties of the Advisory Committee**

1. Provide technical and professional expertise as well as ongoing support to the Commission for any purpose that will contribute to accomplishing the purpose of the Act and the local strategic plan.
  2. Enhance the reputation and credibility of the Commission through increased engagement and communication with relevant stakeholders and the community at large, as directed by the Commission.
- B. The members of the advisory committee serve without compensation, but may receive actual and necessary expenses as incurred in carrying out their duties.
- C. The members of the advisory committee have no authority to make, change or implement a policy, unless formal action is taken by the Commission.

The BOS and Commission is seeking applicants who represent the diverse interests, geographical regions, economic backgrounds, cultural and ethnic heritage of County residents with technical expertise or experience specific to children 0 through 5 years of age.

### **Strategic Plan Focus and Funding**

The California Children and Families Act of 1998 resulted from voter approval of Proposition 10, which established the California Children and Families Program and State Commission and authorized the establishment of local county commissions.

The First 5 Riverside Commission receives an allocation of approximately \$21 million annually in Proposition 10 funds for investment in programs and services to benefit children from birth through 5 years of age and their families residing in Riverside County.

The work of the Commission is shaped by the following principles:

- Respect the social, cultural, and ethnic diversity of families and communities.
- Support access to services for all families in an environment of support and respect.
- Support and encourage outreach to geographically and socially isolated families.
- Support families to meet the developmental needs of their children.
- Provide appropriate services and support to children with disabilities and other special needs and their families.
- Support and encourage collaboration and leveraging opportunities among grantees.
- Support promising practices and evidenced-based models.
- Recognize and promote services and support for children ages 0 through 5 as the foundation for a lifetime of growth and success.

For detailed information regarding each focus area and funding emphasis go to:

<http://www.rccfc.org/Documents/Strategic%20Plan%202016-2021.pdf>

### **Reimbursement of Expenses**

The members of the Committee shall serve without compensation, but may receive actual and necessary expenses as incurred in carrying out their duties (i.e. Mileage reimbursement and other expenses related to travel when incurred while on official Commission business).



## Advisory Member Application Form for 2017-2019

The Riverside County Children and Families Commission, also known as First 5 Riverside (F5R) is dedicated to helping Riverside County’s youngest children develop a strong foundation for success in school and throughout their lives. Our mission is to invest in partnerships that deliver results in these areas: physical health, social emotional health, cognitive development, as well as stable home environment and schools that are ready. For more information visit [www.rccfc.org](http://www.rccfc.org).

Proposition 10 legislation, which created First 5 Commissions in each of the State’s 58 Counties, establishes specific criteria for commission membership. The Riverside County Board of Supervisors has, consistent with State legislation, established F5R as a component of the Department of Public Social Services effective July 1, 2009. Interested candidates may apply to fill current or upcoming vacancies by completing this application and returning it as directed in the vacancy announcement.

**Indicate the category or categories which best describe you, your interests and expertise:**

- |  |  |
|--|--|
| <input type="checkbox"/> Children with Special Needs   | <input type="checkbox"/> Family/Caregiver Support              |
| <input type="checkbox"/> Child and Family Oral Health  | <input type="checkbox"/> Funder of Early Childhood Services    |
| <input type="checkbox"/> Early Care and Education      | <input type="checkbox"/> Organizational/Fiscal Management      |
| <input type="checkbox"/> Early Childhood Mental Health | <input type="checkbox"/> Parent of Child age 0 through 5 years |
| <input type="checkbox"/> Expectant Parent              | <input type="checkbox"/> Prenatal/Maternal Health              |
| <input type="checkbox"/> Family Wellness & Health      | <input type="checkbox"/> Tobacco Cessation                     |

**Please indicate the Riverside County Supervisorial District in which you live and/or work:**

- District 1   
  District 2   
  District 3   
  District 4   
  District 5

**Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Address:** \_\_\_\_\_

Number/Street                      City                      State                      County                      Zip

**1. Relative Experience/Employment (Attach a resume if applicable):**

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**2. Areas of expertise/contributions you can make:**

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**3. Why are you interested in serving on this committee?**

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**List other volunteer/board/Committee/employment commitments:  
(Attach an additional sheet to complete this application if necessary)**

Name of Organization	Your Relationship	Potential Conflict of Interest if appointed to this commission? Yes/No If yes, explain

\_\_\_\_\_  
**Signature**

**For Internal Use Only**

**Executive Director/Department Head Recommendation to Board of Supervisors**

**Recommend Appointment**

**Do not recommend appointment**

**Comments:** \_\_\_\_\_  
\_\_\_\_\_

**Action taken by Board of Supervisors:**  **Recommended/ Appointed** \_\_\_\_\_  
Date/BOS Agenda Ref.

**Declined Appointment** \_\_\_\_\_ (Date Recipient Notified)