



Junior Council Person 2025-2026 Application

Dear Applicant:

Thank you for your interest in the Borough of Oxford Junior Council Person (JCP) Program. This is a unique leadership opportunity for local high school students. As a JCP, you will have the opportunity to help shape our community by giving it a next-generation voice and getting involved in meaningful projects, all while learning about the workings of local and state government. Preferred applicants are junior and senior high school students who reside within the Borough. Freshmen and sophomores may be considered if there are no upper-class applicants.

ABOUT THE PROGRAM:

State and local government supports and impacts our daily lives in profound ways, often not fully realized by citizens. Since 2000, the Pennsylvania State Association of Boroughs (PSAB) has been promoting and encouraging high school students to get involved in and learn more about borough government in the Commonwealth by becoming a JCP. Since that time, hundreds of students have participated in the JCP Program in boroughs throughout the state. The JCP Program is an outstanding opportunity for young leaders of the boroughs to participate in the governing process of their communities. Our hope is this experience will spark an interest for their potential involvement in the future, as future voters, elected officials, and engaged citizens. Likewise, the Oxford Borough Government can benefit now from the voices and concerns raised by our young people. The PSAB and Oxford Borough believe that this partnership between the community and youth will start to build our municipal government for future generations to come.

JUNIOR COUNCIL MEMBER RESPONSIBILITIES:

1. Provide current and "next generation" insights to the council using strong communication skills (including written, verbal, photography, video, and web).
2. Interest in learning about the process and procedures of local government.
3. Serve as a constant, positive representative of the Borough of Oxford and the surrounding community.
4. Attend monthly Council meetings, budget sessions, and other "special" meetings as appropriate.
5. Participate in related community projects and events.
6. Observe all borough council meeting rules.
7. JCPs can NOT: Vote or attend "Executive" Sessions.

COUNCIL TERM:

1. One-year term runs September - May.
2. Maximum of two terms (JCP must reapply for consideration of second-year term)
3. Maximum of two JCP members per year

If you are ready for the challenge of leadership and interested in becoming a Junior Council member, please complete the attached application and return it to the Borough of Oxford Office, One Octoraro Alley, PO Box 380, Oxford, PA 19363 or email to kcloyd@oxfordboro.org. Applications will be accepted through July 31, 2025. Please contact the Borough Office, or me, if you have questions about this unique opportunity.

Sincerely,

Kathryn Cloyd

Kathryn Cloyd
Borough Council President
610-932-2500
kcloyd@oxfordboro.org



Junior Council Person 2025-2026 Application

Part I

Junior Council Applicant

Name: _____ Birthdate: _____

Borough Resident Since: _____

Permanent Address

Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____ Email Address: _____

Current School Information

School District: _____

School Name: _____

Current Grade: _____ Graduation Year: _____

Parent/Guardian Information

Parent/Guardian: _____

Phone: _____ Email: _____

Parent/Guardian: _____

Phone: _____ Email: _____

Emergency Contact Information

Name: _____ Relationship: _____

Phone: _____ Email: _____

Part II (use the back page of the application if additional space is needed)

Special Talents/Skills

Please list any special talents or skills which you are proud of: _____

Extra-Curricular Clubs/Activities

Please list any activities you are currently participating in: _____

Volunteer Community Involvement or Leadership Experience

For each experience, please list the organization, supervisor, date/time of year approximate number of hours volunteered, and a brief summary of your responsibilities:

Project: _____ Supervisor: _____ Date(s): _____ Approx. Hrs.: _____

Summary of responsibilities: _____

Project: _____ Supervisor: _____ Date(s): _____ Approx. Hrs.: _____

Summary of responsibilities: _____

Work Experience (if applicable)

Please list any current and past work experience, including your position, employer, dates of employment, supervisor, and brief description of your responsibilities:

Position: _____ Employer: _____

Supervisor: _____ Date(s) Employed: _____

Summary of responsibilities: _____

Position: _____ Employer: _____

Supervisor: _____ Date(s) Employed: _____

Summary of responsibilities: _____

Part III (Please submit typed responses on separate sheets of paper)

Short Essays (For this next section, please take some time to consider your answers and write a paragraph response for each question)

Why are you interested in being a JCP?

What abilities and/or unique insights do you bring to the Council and local Oxford Borough government?

How do you feel you will benefit from participating in the JCP Program?

Being a JCP requires great responsibility. What could you tell us or examples you can provide that demonstrate you are a responsible person?

Long Essay (Please answer this question in 250-500 words)

Please think for a moment about something in your life that presented you with a significant challenge. It should be something that you feel proud about. What was the challenge? How did you respond? What was the secret to your success? Did you at first fail? If so, what did you learn? Did you ever feel like quitting? How did you keep yourself going? What did you learn from this experience?

Part IV

References (Please list three references that we may contact)

Personal Reference:

Name: _____ Phone: _____ Email: _____

School Reference:

Name: _____ Phone: _____ Email: _____

Community Reference:

Name: _____ Phone: _____ Email: _____

Acknowledgment

- ☐ I acknowledge that I have filled out this application on my own and that everything in this application is truthful and accurate.
- ☐ I understand that if I am selected as a JCP, I will accept the position with responsibility and fulfill all duties and expectations of the position.
- ☐ My parent/guardian acknowledges and supports my application as a JCP for the Borough of Oxford.

Applicant Signature: _____

Date: _____