



QUALIFICATIONS and JOB DESCRIPTION for ADVISORY COUNCIL MEMBERS

Qualifications of Members

- Appointments – Advisory Council members who represent supervisor districts, cities, and senior organizations are appointed by the designated bodies and approved by the Membership Committee. Members who represent ethnic and cultural communities are recruited by the Membership Committee and elected by the Advisory Council.
- Interest – Candidates should have an interest in aging or disability issues and a willingness to identify ways to address the needs of older adults or individuals with disabilities in the county.
- Experience – Candidates should have work, educational, or volunteer experience in addressing aging or disability issues.
- Age – Appointments by county supervisors and city councils must be 60 years of age or older.
- Geographical Area – Members must live within Santa Clara County. An appointee from a city or supervisor district must reside in that city or district.

Advisory Council Duties and Responsibilities

- Serve as an advisor to the Sourcewise Board of Directors.
- Act as an independent advocate for older adults and individuals with disabilities, taking positions on federal, state, and local programs and legislation affecting older adults and individuals with disabilities.
- Disseminate to local advocacy and community organizations information of interest and concern to older adults and individuals with disabilities, and inform these organizations of legislation affecting older adults and individuals with disabilities pending before local, state, and federal legislatures.
- Be actively involved in the development, implementation and monitoring of the Area Plan. This includes working with Sourcewise staff in creating and updating the Area Plan and participating in the annual public hearing on the Area Plan.
- Elect delegates every four years to the California Senior Legislature to introduce and advocate for legislation affecting older adults and individuals with disabilities.
- Work cooperatively with other aging, caregiver, and disability advocacy organizations at local, state, and federal levels.





Member Duties and Responsibilities

- Act in the best interest of older adults and individuals with disabilities in the county.
- Work to find solutions to unmet needs and gaps in services faced by older adults and individuals with disabilities in the county.
- Contribute to the Advisory Council functions described above.
- Act as a liaison between their appointing body or represented community and the Advisory Council.
- Serve on at least one Advisory Council committee.

Meetings, Time Commitment, and Terms

- The Advisory Council meets the first Monday of each month from 12:00 - 2:00pm, 10 times a year (second Monday in September; no meeting in July and December). Members are expected to attend all Council meetings.
- Committee meetings occur monthly, as designated by the chair of the committee. Members are expected to attend the meetings of at least one committee.
- From time to time, members attend training sessions or other special meetings.
- In representing the interests of older adults and individuals with disabilities in their communities, members may spend time contacting community organizations and local officials and attending relevant community meetings.
- A member's term is for three years, with a single three-year renewal in the same position available. The three-year term officially begins on the July 1st closest to the appointment date; membership participation begins upon appointment.

For more information, please contact:

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Co-Chairs - Membership Committee
Sourcewise Advisory Council

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