



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

MODEL LEGISLATURE & COURT

California YMCA Youth & Government

70TH MLC T&E I APPOINTED LEADERSHIP DESCRIPTIONS

Updated September 28, 2017

All applicants need to be in good standing with their delegation/YMCA/school, have their application approved by their Lead Advisor, and may come up to Sacramento a day before the February MLC conference to receive additional training. Failure to meet any of these requirements will result in a disqualification.

For Lead Advisors: If delegates are selected for appointed leadership at T&E I, they should be assigned to the program area linked during role selection. If there are discrepancies with allotted spaces in program areas, email summer@calymca.org.

APPELLATE COURT

Lead Justice (3 positions): The Lead Justices assist the Appellate Court Program Volunteers in the training of the delegates who are selected to be Justices. The Lead Justices, along with the Lead Appellants and Lead Respondents, run through a mock trial in front of the entire Appellate Court program to show everyone what a case should look like.

Appointed leadership applications are due in October, with interviews at T&E I. Applicants must be in 11th or 12th grade and completed a previous MLC in the Court program. Selected applicants must arrive a day early to Sacramento (with an expected arrival time of 4:30 pm).

BOARD OF EDUCATION

Superintendent of Public Instruction (1 position): see the position description on the elected leadership page

Deputy Superintendent of Public Instruction (3 positions): The Deputy Superintendents assist the Superintendent of Public Instruction in running the Board of Education program. Deputies will preside over some sessions, offer advice/counsel to the Board of Education Task Forces, and will assist in the leading of training sessions during T&E II.

Appointed leadership applications are due in October, with interviews at T&E I. Four candidates will be selected from the pool of applicants to run for Superintendent of Public Instruction in house at T&E II. The applicants not elected to Superintendent will serve as Deputy Superintendent of Public Instruction.

DEPARTMENT OF FINANCE

Budget Committee Chair (36 positions plus alternates): Budget Committee Chairs run the Department of Finance Budget Committees, and are tasked with ensuring there is a free exchange of opinions, information, questions, and answers during their committee sessions. **(more chairs needed with 3rd budget added)**

Appointed leadership applications are due in October, with interviews at T&E I. Applicants must be in 11th or 12th grade and completed a previous MLC in the Department of Finance program. Selected applicants must arrive a day early to Sacramento (with an expected arrival time of 4:30 pm).

Chief of Staff (1 position): The Chief of Staff works with the Department of Finance leadership, chairs, and participants to ensure accurate communication across competing Budget Assemblies. They also step in to represent the Department of Finance Director if they are unavailable.

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Appointed leadership applications are due in October, with interviews at T&E I. Applicants must be in 11th or 12th grade and completed a previous MLC in the Department of Finance program as a Budget Committee Chair. Selected applicants must arrive a day early to Sacramento (with an expected arrival time of 4:30 pm).

Deputy Director (3 positions): The Deputy Directors manage the day-to-day operations of the Budget Assemblies, and their various Budget Committee Chairs. They also preside over each of the Budget Assemblies. **(additional Deputy needed with 3rd budget added)**

Appointed leadership applications are due in October, with interviews at T&E I. Applicants must be in 11th or 12th grade and completed a previous MLC in the Department of Finance program as a Budget Committee Chair. Selected applicants must arrive a day early to Sacramento (with an expected arrival time of 4:30 pm).

Director of the Department of Finance (1 position): The Director of the Department of Finance works with the Governor and their staff to ensure that the Governor's views and priorities are expressed within the department. They also work with the Deputy Directors and Chief of Staff of Department of Finance to manage the day-to-day operations of the program.

This officer role requires an appointed leadership application and does not count against your 5 total candidates that can run for office. Applications are due in October. Candidates must be in 11th or 12th grade and must have completed a previous MLC in the Department of Finance as a Budget Committee Chair, Deputy Director or Chief of Staff.

ISSUES AND ACTIVISM

Party Chair (6 positions): Selected by application for 70th MLC but will be elected for 71st MLC. See elected leadership for a role description.

Chief of Staff (6 positions): The Chief of Staff is a member of the party executive team and assists in appointing party leadership, developing the party framework and deciding which bills to focus on. The Chief of Staff also oversees all Director positions.

The Chief of Staff is appointed by the Party Chair. Selected applicants must arrive a day early to Sacramento (with an expected arrival time of 4:30 pm).

Deputy Chief of Staff (6 positions): The Deputy Chief of Staff is a member of the party executive team and assists in developing the party framework and working on party membership retention. This role is best for a task-oriented delegate that can initiate and execute assignments with party leadership.

Appointed leadership applications are due in October, with interviews at T&E I. Applicants must be in 10th, 11th or 12th grade and do not need to be returners.

Policy Director (6 positions): The Policy Director is a member of the party executive team and leads the party framework discussion. The Policy Director decides which issues will be prioritized in the framework. Once the framework is finalized, the Policy Director leads the strategies and efforts to support policies that align with the party framework.

Appointed leadership applications are due in October, with interviews at T&E I. Applicants must be in 10th, 11th or 12th grade and do not need to be returners.

LEGISLATIVE ANALYST

State Legislative Analyst (1 position): see the position description on the elected leadership page

Deputy State Legislative Analyst (3 positions): The Deputy State Legislative Analysts assist the State Legislative Analyst in running the Legislative Analyst program. Deputies will preside over some sessions, offer advice/counsel to delegates, and will assist in the leading of training sessions during T&E II.

Appointed leadership applications are due in October, with interviews at T&E I. Four candidates will be selected from the pool of applicants to run for State Legislative Analyst in house at T&E II. The applicants not elected to State Legislative Analyst will serve as Deputy State Legislative Analyst.

LEGISLATIVE HOUSES

Legislative Committee Chair (20 positions plus alternates): Legislative Committee Chairs run the Legislative Committees, and are tasked with ensuring there is a free exchange of opinions, information, questions, and answers during their committee sessions. **(less chairs selected; chairs will run two committees at MLC)**

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Appointed leadership applications are due in October, with interviews at T&E I. Candidates must be in 11th or 12th grade and completed a previous MLC. Delegations are limited to 5 applicants for this position. Selected applicants must arrive a day early to Sacramento (with an expected arrival time of 4:30 pm).

MEDIA

Editor-in-Chief (1 position): The Editor-in-Chief is responsible for the online Y&G newspaper. Like the Executive Producer, this leader selects the day's stories, organizes a team of reporters to write and deliver them on time, reviews and approves the stories, and works with our tech team to make the stories live in real time throughout the day. Strong candidates are news savvy, organized, able to lead others and a good writer.

*Appointed leadership applications are due in **October**, with interviews at **T&E I**. Applicants must be in 11th or 12th grade and completed a previous MLC in Media. Selected applicants must arrive a day early to Sacramento (with an expected arrival time of 4:30 pm).*

Executive Producer (1 position): The Executive Producer is responsible for the evening TV newscast. To that end, the Executive Producer will select the day's stories, organize a team of reporters and crew to create these stories by the deadline, and review and approve the broadcast to ensure high quality standards. Strong applicants are news savvy, organized, able to lead teams and proofread stories.

*Appointed leadership applications are due in **October**, with interviews at **T&E I**. Applicants must be in 11th or 12th grade and completed a previous MLC in Media. Selected applicants must arrive a day early to Sacramento (with an expected arrival time of 4:30 pm).*

Social Media Editor (1 position): The Social Media Editor repurposes written and video stories to share on Y&G social media feeds (Facebook, Twitter, YouTube). The Social Media Editor should be very active and comfortable with a variety of social sites and understand how to retell stories for maximum views on each feed.

*Appointed leadership applications are due in **October**, with interviews at **T&E I**. Applicants must be in 11th or 12th grade and completed a previous MLC in Media. Selected applicants must arrive a day early to Sacramento (with an expected arrival time of 4:30 pm).*

Technical Director (1 position): The Technical Director partners with the Executive Producer to create the evening newscast from a technical perspective. The Technical Director leads a team of videographers and editors. Strong candidates have experience leading a team to create video content such as newscasts, film, or digital shorts. **(new role)**

*Appointed leadership applications are due in **October**, with interviews at **T&E I**. Applicants must be in 11th or 12th grade and completed a previous MLC in Media. Selected applicants must arrive a day early to Sacramento (with an expected arrival time of 4:30 pm).*

Assignment Editor (1 position): The Assignment Editor partners with the Editor-in-Chief to manage the various media teams and their assignments. Strong candidates have experience leading a team to write and create stories. Prefer experience in website design or blog administration or both. Strong computer skills in general are necessary. **(new role)**

*Appointed leadership applications are due in **October**, with interviews at **T&E I**. Applicants must be in 11th or 12th grade and completed a previous MLC in Media. Selected applicants must arrive a day early to Sacramento (with an expected arrival time of 4:30 pm).*

SECRETARY OF STATE

Lead Undersecretary of State (1 position): The Lead Undersecretary of State works with the Secretary of State to analyze election rules, assess voter registration, and evaluate party compliance with election rules. The Lead Undersecretary will work with program staff to manage the Secretary of State Office.

*Appointed leadership applications are due in **October**, with interviews at **T&E I**. Applicants must be in 11th or 12th grade and completed a previous MLC as an Undersecretary of State. Selected applicants must arrive a day early to Sacramento (with an expected arrival time of 4:30 pm).*

Undersecretary of State (7-9 positions): The Undersecretaries of State work with the Secretary of State to analyze election rules, assess voter registration, and evaluate party compliance with election rules. Undersecretaries also assist in the monitoring of elections; to ensure fairness and that all the election rules are followed. **(more positions added)**

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STATEWIDE

Chaplain (4 positions): The Chaplains give inspirational invocations and benedictions during Joint Sessions and during various program sessions. Applicants need to be comfortable speaking in front of large and small groups.

Appointed leadership applications are due in October, with interviews at T&E I. Applicants must be in 10th, 11th or 12th grade and do not need to be returners. Delegations are limited to 1 applicant for this position. Selected applicants must arrive a day early to Sacramento (with an expected arrival time of 9:30 am).