

Student Liaison to the City of College Park  
University of Maryland Student Government Association  
Application Cover

Dear Student Liaison Applicant:

The University of Maryland exists within the city of College Park, and cooperation and information sharing between students and policymakers is mutually beneficial for all members of the College Park community.

Established under resolution 02-R-03 and reaffirmed by 10-R-33 in 2010, the position of Student Liaison provides a student viewpoint in matters before the City Council. Topics before the Council vary, but often deal with land use, development, city operations, legislative action, and business development. The Student Liaison also serves on various City boards and committees.

The position represents a commitment of 12 or more hours per week, including meetings and events 2 or more nights a week. This commitment includes weekly City Council meetings on Tuesdays all year, including over the summer, which usually convene at 7:30PM and can last to 11PM, or even later. Also, the Student Liaison typically serves in a corresponding role as the SGA Director of City Affairs. The Director of City Affairs is responsible for serving as the chair of the SGA City Affairs Committee and chairing bi-weekly meetings during the academic year. The position also includes some weekly reading of council materials and research outside of regular meeting times.

No specialized experience is required to apply for the position; however, knowledge of local government and strong interpersonal skills are preferred. Applicants should be willing to operate in the position with an open mind and a mature, professional attitude in dealing with council matters. Strong applicants should have a strong desire to learn about local government functions and policy. Involvement in student groups on campus is preferred. Applicants must live within the City of College Park.

Successful applicants will be required to sign a confidentiality agreement and file periodic ethics disclosures.

There are 4 parts to the application: the application cover information, cover letter, and resume. Also, applicants must attend a City Council meeting and City Council Worksession in full to understand the commitment and working environment

All must be complete and submitted by the deadline for consideration. The deadline to submit an application is **Friday, April 15, 5:00PM**. All materials should be sent via email to [choloc@umd.edu](mailto:choloc@umd.edu), subject Student Liaison. No late materials will be accepted. The appointment will become effective June 1, 2016.

The appointed liaison is expected to be appointed at the end of April and will be expected to attend all meetings in between selection and the beginning of the appointment (meetings in May) to become oriented with the position.

I look forward to reviewing your application and discussing it with the appointment committee established in the council ordinance. Top candidates will be invited for an interview. The committee will forward its recommendation to the Student Government Association for appointment.

Sincerely,



Cole Holocker  
Student Liaison, City of College Park

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## **Part 1: Application Cover Information**

Name: UID:

Email: Phone:

Semesters attending University of Maryland (incl. Spring '16):

Total Credits:

Major:

Current GPA:

Are you in good financial and judicial standing with the University? If no, explain.

Where do you intend to live next year (Fall'16-Spring'17)?

**Please submit your answers to the following questions.**

Please list below any Community/Campus groups you are/have been involved in and any positions you have held or currently hold.

In 100 words or less, describe why you want to be the Student Liaison?

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In 100 words or less, describe how the City of College Park can become a “top 20 college town by 2020.”

In 500 words or less, describe your understanding of the role of the Student Liaison within City government and within the City Council. How do you see your role as a potential liaison?

## Part 2: Cover Letter

Please attach a cover letter, addressed to the Mayor. Outline your desire to serve as the student liaison and any information that you think would be of interest to the City Council. Your cover letter should not exceed 2 pages.

## Part 3: Resume

Attach an updated resume to the application packet.

## Part 4: Attend a City Council Worksession and Regular Meeting

You are required to attend a city council worksession and regular meeting before submitting your application. You must attend these meetings for the duration of the meeting. There are 5 opportunities to attend these meetings. You need to attend both a City Council Worksession and Regular Meeting. All meetings are held at City Hall, Council Chambers, 4500 Knox Road; College Park, MD 20740. Agendas for these meetings are posted online at [collegeparkmd.gov](http://collegeparkmd.gov)

When attending the meeting, please make sure to introduce yourself to the City Council Liaison. He will keep track of who has attended and answer any questions you may have. Introducing yourself to the Liaison will serve as verification that you attended, and is mandatory for this requirement to be satisfied.

Meetings that are eligible to meet this requirement:

| Attended? (must check 1 worksession & 1 regular meeting) | Meeting Date | Meeting Type    | Meeting Time |
|--|--------------|-----------------|--------------|
|  | 3/8          | Regular Meeting | 7:30 PM      |
|  | 3/15         | Worksession     | 7:30 PM      |
|  | 3/22         | Regular Meeting | 7:30 PM      |
|  | 4/5          | Worksession     | 7:30 PM      |
|  | 4/12         | Regular Meeting | 7:30 PM      |

Please attach this document, a resume and a cover letter, and email to [choloc@umd.edu](mailto:choloc@umd.edu), subject Student Liaison by **Friday April 15, 5:00 PM**.