



# Borough of Irwin Junior Council Person (JCP) Program

June 2025

# JCP Program Overview



## Mission Statement

*"The intent of the JCP program is to provide the opportunity for high school and college students residing in the Borough of Irwin to gain first-hand experience in local government, public relations, communications, and community service by participating in Council-related activities, such as meetings and events, and guiding the newly-created Junior Council Committee. This program is dedicated to promoting future leadership in the Borough, continuing a positive focus on youth outreach and, in a general sense, developing community resources and improvements in the best interest of Irwin residents."*

## Composition

- One junior JCP (high school junior or senior)
- One senior JCP (high school senior or college freshman through junior)
- *One or two new students appointed each year*

## Logistics

- Orientation in August
- Two-year term, with each year beginning in September and running through May
- Optional summer participation



# JCP Program

## Duties & Responsibilities



### Council Meetings

- Attend each monthly Irwin Borough Council meeting<sup>1</sup>
  - Provide written and verbal report on progress of JCP Committee
- Attend each monthly Irwin Borough Council workshop

### JCP Committee

- Host monthly JCP Committee meeting with Borough Council representative(s) and Assistant Borough Manager
- Brainstorm, discuss, and strategize for JCP projects
- Discuss issues facing community youth

### JCP Projects

- Propose, develop, and lead one or two projects per school year that are focused on primarily, but not limited to, resolving issues facing youth in our community

### Community Engagement

- Attend community and Borough-related events
- Provide essential input to improve community, economic, and cultural life in Irwin
- Shadow Borough officials and tour Borough departments

# JCP Program Benefits



## Borough of Irwin

- Heightened engagement in local government
- Youth insight on key policy issues
- Stronger community fabric and pipeline of volunteers
- Opportunity to engage and retain youth in effort to combat population loss



## A Healthy, Vibrant Irwin

## JCP Appointees

- Real-world government experience
- Professional experience
- Volunteer hours
- Letters of reference / recommendation (at discretion of Irwin Council)
- Public speaking, organization, and communication skills
- Leadership and project management skills

# JCP Program Illustrative Cadence



Activity	Fall						Spring					
	Q3			Q4			Q1			Q2		
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Orientation		▲										
First Council Meeting			▲									
First Junior Council Committee Meeting			▲									
Department Tours				▶								
Observe Annual Budgeting Process					▶							
First JCP Project					▶							
Second JCP Project							▶					
End of Year Presentation										▲		
Graduation & Leadership Changeover											▲	

# JCP Program Application Process



May

- Express interest to Borough Council and Staff by submitting required materials:
  - JCP application
  - Resume
  - One-page letter of interest

Jun/  
Jul

- If selected following the initial screen, participate in an interview with the following individuals:
  - Borough Council Member serving as the Chair of the JCP Committee
  - Assistant Borough Manager

Aug/  
Sep

**Appointed students:**  
Begin orientation and attend swearing-in!

# JCP Program Contact Information



**Councilman Tyler Baum**

*Chairman, JCP Committee*



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