

CHARLOTTE COUNTY
JUNIOR COMMISSION PROGRAM



APPLICATION - CLASS OF 2025

NAME: _____

ADDRESS: _____

PHONE NUMBER: _____ EMAIL: _____

YEARS OF RESIDENCY IN CHARLOTTE COUNTY: _____ BIRTH DATE: _____

SCHOOL CURRENTLY ATTENDING: _____

The Junior Commission Program depends on your attendance and participation. While one excused absence is allowed, we highly encourage you to only apply if you can attend every event/session.

JUNIOR COMMISSION PROGRAM SCHEDULE:

September 4, 2025	2:00 – 4:00	Orientation & meet the Commissioners
September 23, 2025	8:30 – 4:00	Work Session & BCC Meeting (<i>lunch provided</i>)
October 8, 2025	8:45 - noon	Board of Zoning Appeals Meeting
October 20, 2025	10:00 – 5:00	Tour of County Facilities (<i>lunch provided</i>)
November 5, 2025	8:45 - noon	Code Enforcement Special Magistrate Meeting
November 12, 2025	12:30 – 1:00	Work Session
	1:00 – 4:00	Constitutional Officers: Clerk of Courts, Property Appraiser, Sheriff & Tax Collector
December 11, 2025	2:00 – 4:00	Work Session followed by Mock Junior Commission Meeting
December 16, 2025	8:30 – 9:00	Graduation

All programs will commence in Room 119 at the Murdock Administration Center, 18500 Murdock Circle, Port Charlotte, FL 33948

Please include with this application the following information as referenced in the attached guidelines:

- a. Resume
- b. Written statement explaining what makes you a great candidate for this program
- c. Teacher or Administrator Recommendation/Signature
- d. Parental/Guardian Consent Form

STUDENT/APPLICANT SIGNATURE: _____ DATE: _____

TEACHER SIGNATURE: _____ DATE: _____

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PURPOSE & GUIDELINES

PURPOSE:

- To encourage interest and participation in county governance among our youth, especially students who are not yet eligible to vote.
- To provide input to Charlotte County Commissioners from county youth as to matters of interest to them and their peers.
- To disseminate information about county government to county youth.

GUIDELINES:

- County Commissioners may appoint Junior Commissioners that preferably live in one of their five commission districts.
- The period of appointment shall be the fall of 2025.
- Any Charlotte County resident who is a high school junior or senior enrolled in full-time, Charlotte County public, private, parochial, or accredited home school programs is eligible to apply.
- The application must be in writing and include a personal resume, a statement of the reason for desiring appointment and a teacher or administrator signature as a recommendation from their respective high school. The parental/guardian consent form also must be signed and attached.
- Appointment shall be at the sole discretion of the Charlotte County Board of County Commissioners. Commissioners may take into consideration any or all the following but are not limited to the following criteria: length of time the individual has been a county resident, extra-curricular activities, and third-party recommendations.
- Service as a Junior Commissioner shall cease immediately upon one unexcused absence or an appointee relocating out of the County.
- A Junior Commissioner may be relieved of that position by the Charlotte County Board of County Commissioners for any reason.
- Unless expressly stated herein, the Junior Commissioner shall have no power to vote on any matter nor shall he/she take any action or have any express or implied authority to take official action or otherwise bind the County.

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PARENTAL CONSENT FORM / PARTICIPATION WAIVER

My child, _____, has permission to participate in the Charlotte County Junior Commission Program for the 2025 fall session, and agree to the following expectations:

EXPECTATIONS: *(please initial)*

_____ I understand my child will not be expected to stay beyond 5:00 p.m. for any meeting or event.

_____ I understand my child's participation in this program is voluntary, is a privilege and not a right, and have discussed with my child expectations that their behavior be professional and comply with any specific rules and requirements established for this program.

_____ I have read the application and acknowledge the purpose and guidelines of the program.

_____ I acknowledge transportation is not provided and I will ensure my child will have reliable transportation. Expenses related to transportation is not reimbursable.

_____ I acknowledge photos of my child will be taken and I give permission for those photos to be used in social media, traditional media, and promotional purpose as it relates to Charlotte County government and the Junior Commission Program.

_____ I understand I can refuse to sign this form and by refusing to do so, will prohibit my child's participation in the program.

Please note any allergies or food restrictions your child may have:

ACKNOWLEDGMENT: (please sign)

I confirm I have carefully read this consent form/participation waiver and agree to the terms listed knowingly and voluntarily. I also confirm I am the parent or legal guardian of the child.

Student – Signature

Date

Student’s Name – Printed

Parent/Guardian – Signature

Date

Parent/Guardian’s Name – Printed

EMERGENCY CONTACT

Name: _____
(Please print)

Relationship to Student: _____

Phone Number: _____

APPLICATIONS CAN BE MAILED OR EMAILED TO:

Mail:
Charlotte County Board of County Commissioners
Attention: Commissioner Bill Truex and/or Diane Whidden
18500 Murdock Circle, Room 536
Port Charlotte, FL 33948

Email (*PDF format*):
Diane.Whidden@CharlotteCountyFL.gov

APPLICATION DEADLINE: August 21, 2025