

**Travis County
Commissioners Court**



APPLICATION PACKET

for

**Appointment to the
Travis County Children's
Protective Services Board
(CPS)**

August 11, 2015

August 11, 2015

TO: Potential Applicants

FROM: Travis County Commissioners Court

SUBJECT: **CPS Application Process, Timeline and Application**

Attached is the Travis County Children's Protective Services (CPS) Board Application Packet. Included in the packet are:

1. a description of the history and mission of CPS;
2. a summary of the qualifications the County is seeking in its appointees; and
3. an application form.

The deadline for receipt of completed applications is 5:00 p.m. on Friday, September 11, 2015.

Applications may be submitted to:

Travis County Commissioners Court
Attn: Intergovernmental Relations Office
700 Lavaca, Suite 360
Austin, Texas 78701

Applications may also be submitted electronically in PDF format to:

IGR@traviscountytexas.gov

Electronic copies of this packet can be requested by calling Julie Wheeler at (512) 854-4774 or emailing Julie.Wheeler@traviscountytexas.gov. Also, paper copies of the application packet can be picked up at the IGR Office address noted above.

Call for Applications to the Travis County Children's Protective Services (CPS) Board

The Travis County Commissioners Court is seeking applications from qualified individuals to serve on the Travis County Children's Protective Services Board (CPS). The Court is looking for individuals who will advocate for the protection and well-being of those Travis County children who are in the care of the Texas Department of Family and Protective Services (TDFPS) Child Protective Services Division. The Board is comprised of 15 members appointed by the Commissioners Court for three year terms. There are currently several vacancies on the board.

The mission of the Travis County Children's Protective Services Board (CPS) is to provide financial support for the special needs of children in the care of the Texas Department of Family and Protective Services, to educate the community about child abuse and neglect issues, and to support and provide a liaison between Travis County Child Protective Service workers and the public by increasing the community's awareness of child welfare program policies and needs. The board is statutorily mandated to provide coordinated state and local public welfare services for children and their families and for the coordinated use of federal, state, and local funds for these services.

The Travis County CPS Board meets monthly on the third Tuesday from 6:30 p.m. – 8:30 p.m. at the Gardner Betts Juvenile Justice Center. Applicants must be Travis County residents. Upon selection to the Board, applicants will have to submit to a background check and complete a TDFPS volunteer form.

SKILLS DESIRED:

Preference will be given to a candidate with a career history demonstrating skills and experience in more than one of the following:

- ★ Knowledge in addressing current issues facing child welfare such as increasing numbers of abused children and child deaths
- ★ Desire to actively participate within the child welfare community
- ★ Community involvement in multiple leadership roles

- ★ Tenure in public service, particularly at the policy level
- ★ History of participation in local, state and federal governmental processes
- ★ Experience in nonprofit fundraising

**TRAVIS COUNTY
AUSTIN TRAVIS COUNTY
CHILDREN'S PROTECTIVE SERVICES BOARD
APPOINTMENT APPLICATION**

(Applications must be submitted in this format. Please do not retype or reformat.)

Name:		
Spouse's Name:		
Home Telephone #	Work Telephone #	Fax #
Email Address		Cellular # (Optional)
Present Job title & job description: 		
Profession:		
Home Address (STREET/P.O. BOX, CITY, STATE, ZIP)		Employer and Employer's Address
County:		

EDUCATION/TRAINING:

High School or equivalent (G.E.D.)	
Undergraduate School:	Year Graduated:
Graduate School:	Year Graduated:
Licenses/Certifications:	Year Graduated:

Name:

EMPLOYMENT AND CAREER HISTORY:

CURRENT PROFESSIONAL MEMBERSHIPS:

PUBLIC SERVICE (include participation in local, state, and federal governmental processes):

Name:

CIVIC PARTICIPATION AND COMMUNITY LEADERSHIP ROLES:

SKILLS AND EXPERIENCE:

- | | | |
|--|--|---|
| <input type="checkbox"/> Advertising | <input type="checkbox"/> Finance/ Budget | <input type="checkbox"/> Marketing |
| <input type="checkbox"/> Administration Management | <input type="checkbox"/> Fund Raising | <input type="checkbox"/> Operations |
| <input type="checkbox"/> Child Care | <input type="checkbox"/> Government | <input type="checkbox"/> Public Relations |
| <input type="checkbox"/> Consulting | <input type="checkbox"/> Health Care | <input type="checkbox"/> Public Speaking |
| <input type="checkbox"/> Education | <input type="checkbox"/> Human Resources | <input type="checkbox"/> Sales |
| <input type="checkbox"/> Event Planning | <input type="checkbox"/> Legal | <input type="checkbox"/> Writing/ Communication |
| <input type="checkbox"/> Other: _____ | | |

NOTE: PLEASE ATTACH A RESUME.

**TRAVIS COUNTY
AUSTIN TRAVIS COUNTY CHILDREN'S PROTECTIVE SERVICES BOARD
APPOINTMENT APPLICATION**

Name:					
Date of Birth	Driver's License # or DPS I.D. #	Are you a U.S. Citizen <input type="checkbox"/> Yes <input type="checkbox"/> No			
Ethnicity: (Optional)	<input type="checkbox"/> White	<input type="checkbox"/> African-American	<input type="checkbox"/> Hispanic	<input type="checkbox"/> Asian	Other: _____

How did you learn about this vacancy?

<input type="checkbox"/> County website	<input type="checkbox"/> Facebook/Twitter/Other Social Media	<input type="checkbox"/> Professional/Civic Organization
<input type="checkbox"/> Friend/Associate	<input type="checkbox"/> News Story	
Other:		

CERTIFICATION OF APPLICANT

I hereby certify that the foregoing and any attached statements are true, accurate and complete. I agree that any misstatement, misrepresentation, or omission of a fact may result in my disqualification for appointment. I assign and hereby give Travis County full authority to conduct background investigations pertinent to this application.

I agree to file the attached non-conflict of interest affidavit prior to being considered for an appointment by Travis County. I further agree to file an amendment in the event my status should change during my tenure on a county board.

Printed Name

Applicant's Signature

Date

Return completed application and attachments via mail to:
Travis County Commissioners Court
Attention: Intergovernmental Relations Office
700 Lavaca Street, Suite 360
Austin, Texas 78701

Or via email to IGR@traviscountytexas.gov.

