

CITIZENS ACADEMY PROGRAM

Become an Aberdeen Ambassador

Beginning in October 2022, the Town of Aberdeen will host its annual Citizens Academy Program (CAP). The purpose of the program is to improve understanding, communication, and cooperation between local government and those it serves. The sessions will provide a “toolbox” of information to help citizens navigate the complex system of government operations and services. The program is designed to provide an overview of town government, keeping in mind that providing minute detail is impossible within the established two-hour time constraints. Citizens will be interested in attending for many reasons including an expectation to become better acquainted with the town and its programs and services, learning about the policies and procedures of town government, meeting new people, or finding ways to volunteer in the community. Participants may be representatives from a cross-section of citizens - New and life-long residents; professionals, homemakers, business owners, retirees, civic group leaders, and high school students - all of whom share an interest in becoming better informed about how a town operates.

Specifically, the goals of the Academy are to provide individuals with a better understanding of the town’s municipal services, the council-manager form of government, and the challenges local governments face. The program will help teach and cultivate new community leaders and to help move those new leaders into important positions within the community. The curriculum enables participants to develop leadership capabilities and build strong relationships, and encourage citizen involvement to effect positive change in the community.

Interested participants will submit an application and be selected on a first-come, first-served basis. Class size will be limited to 10 participants. When class capacity has been met, the excess applications are carried over to the next academy. Applications request the standard information, such as name, address, phone number, e-mail address, and employer name and address, but they also ask for the applicant’s birthplace, length of time living in Aberdeen and Moore County, interests and accomplishments, and expectations from the program.

There is no cost to individuals who attend the sessions, but the Town strongly encourages participants to commit the time to attend each program. The sessions will be held on the following dates from 5:30 p.m. – 8:00 p.m. each evening: October 3, October 17 and November 7. Since many participants will arrive directly from work without eating, dinner will be provided during each session.

APPLICATION
Civics 101 - Aberdeen Citizens Academy
2022 Citizens Academy Program Session

The Town of Aberdeen's Citizens Academy Program (CAP) is a unique opportunity for citizens to learn about Aberdeen Municipal Government in order to foster a better understanding and working relationship between the two. The Citizens Academy requires a time commitment of one evening for three sessions from 5:30 p.m. to 8:00 p.m. for (3) total sessions. Participants will be selected in a first-come, first-served basis. The class may be limited to 10 participants.

Full Name: Mr./Mrs./Ms. _____

Mailing Address _____ City _____ Zip _____

Home Phone _____ Business Phone _____

E-Mail Address _____

Employer Name & Address _____

Birth Place _____ Years Living in Aberdeen _____

Personal History - Please tell us about yourself, i.e. interests, accomplishments, community involvement, etc.

Are you a member (or past member) of any Town Advisory Board? ___ No ___ Yes
If "yes", which board(s)? _____

Years of Service _____

Please list any civic, professional, business, religious, social, or other organizations in which you are a member. If new to Aberdeen, you may include activities in your prior location.

<u>Organization</u>	<u>Years as Member</u>	<u>Position Held</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

Briefly discuss what you hope to learn as a participant in the Citizens Academy Program and how you anticipate using the information:

Are you planning to attend all sessions? ___ Yes ___ No If no, please explain:

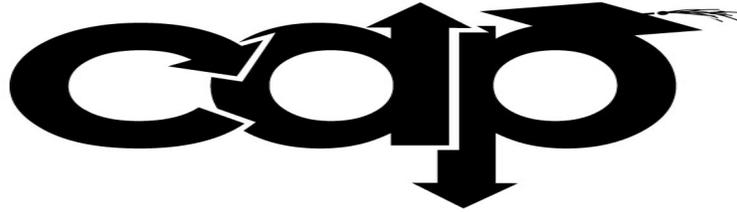
Do you have any food allergies? ___ Yes ___ No If so, please explain:

Please return to: Regina Rosy, Town Clerk
Town of Aberdeen
P.O. Box 785
Aberdeen, NC 28315

Phone: (910) 944-4515

Signature

Date



CITIZENS ACADEMY PROGRAM

Course Syllabus

Session One: Monday, October 3, 2022: 5:30 p.m. – 8:00 p.m.

* **Subject:** Learn about the Basics of Local Government in Your Hometown, Opportunities to Serve, and all about Planning & Inspections

* **Location:** Town Hall, 115 N. Poplar Street, Aberdeen

* **Speakers:** Town Manager, HR Director/Town Clerk and Planning & Inspections Staff

* **Administration Topics:** Review Municipal Quiz, Aberdeen History, Council-Manager Form of Government, Council of Governments, North Carolina League of Municipalities, Role of Advisory Boards, Functions of Various Departments (including Town Attorney), Open Meetings Law, Record Keeping, Employment Process for the Town, and forms of communication with the public. **Planning and Inspections Topics:** Comprehensive Land Use Plan, NC Main Street Program, zoning/building permits, code enforcement, Planning Board & Board of Adjustment/variances/zoning ordinance amendments, etc.

Session Two: Monday, October 17, 2022: 5:30 p.m. – 8:00 p.m.

* **Subject:** Parks & Recreation and Public Works (Water, Sewer, Garbage Pickup, Streets, Sidewalks, Recycling)

* **Location:** Recreation Center, 301 Lake Park Crossing, Aberdeen

* **Speakers:** Public Works and Parks & Recreation Staff

* **Parks & Recreation Topics:** Overview of Parks (Lake Park, Sharpe Park, Colonial Heights, Ray's Mill Park, and Berkley Park), Parks and Recreation Operations (budget, personnel, programs), Special Events, Lake Park Master Plan. **Public Works Topics:** Water and wastewater operations, recent water/sewer line extension projects, water tank maintenance program, sewer camera exhibit, garbage collection issues (routes, solid waste ordinance, inclement weather, bulky items), leaf/limb pick-up, Powell Bill, list town-owned streets, street paving projects/procedures, NCDOT relations, sidewalk extension policy, street light policy, debris management plan, water shortage/drought preparation.

Session Three: Monday, November 7, 2022: 5:30 p.m. – 8:00 p.m.

* **Subject:** Public Safety – Learn about the Role of Police and Fire in Your Community

* **Location:** Fire Station, 800 Holly Street, Aberdeen

* **Speakers:** Police & Fire Department Personnel

* **Topics:** Police & Fire Department operations, Emergency Operations Plan, Staff Development/Recruitment, and see the equipment being used in these departments

Graduation: Monday, November 28, 2022

* **Location:** Town Hall - Monthly Board Meeting at 6:00 p.m.

* At this meeting, participants will be able to see business conducted by the Town Board. Participants will also be recognized for their participation in the Citizen's Academy Program and receive a framed certificate and a small gift as a token of appreciation.