




**TCMA**



**STUDENT  
MEMBERSHIP  
APPLICATION**

## ABOUT TCMA

The Texas City Management Association (TCMA) is an organization of local government professionals dedicated to promoting the highest standards of governance, service, leadership, ethics, and education while embracing individual and regional diversity for the benefit of our membership and the cities of Texas.

TCMA is member driven, ethical, and inclusive; committed to the council-manager form of government; dedicated to effective partnerships with elected officials; devoted to the professionalism of our organization and members; determined to provide quality service to our membership and the cities we serve.

## TCMA COMMITTEES

TCMA has six committees. Each committee is dedicated to promoting professional standards, exchange of information, integrity, and efficiency in city government. The committees include **Budget and Planning, Advocacy, City Managers of Tomorrow, Ethics, Membership, Nominating, and Professional Development.** For more information about each committee, please visit the TCMA website at [www.tcma.org](http://www.tcma.org).

## MEMBERSHIP SERVICES AND BENEFITS

### 1. Annual Conference

TCMA meets regularly each year at its annual conference in early summer. The conference provides educational and networking opportunities. Members discuss current trends in city management and related fields.

### 2. Specialized Training

Management-related training programs are offered throughout the year. The City Management Problem Solving Clinic is designed to educate and support individuals in city management positions on current and relevant issues. Two William “King” Cole workshops provide an opportunity for training in the fundamentals of city management.

### 3. Regional Meetings

Regional meetings provide opportunities for continued professional growth and networking. They are usually held at least quarterly (though activity varies among the ten TCMA regions).

### 4. Publications

Members receive the *Management Messenger* monthly. This online newsletter features articles about developments in Texas cities and pertinent happenings within TCMA. The online TCMA Directory is published annually and available online. It contains biographical information about TCMA members. Other publications available to members are listed in the Publications section of the TCMA website at [www.tcma.org](http://www.tcma.org).

### 5. Senior Advisor Program

This program provides a confidential source of outside counsel to TCMA members who request assistance with personal and professional issues. Discussion topics range from working with mayors and councils, overall management questions, responses to local controversies such as referenda on the council-manager plan, to career development counseling. They provide a unique source of outside counsel to TCMA members. Senior Advisors are friends, colleagues, and counselors to the profession—not consultants.

### 6. Salary Survey

A salary survey is conducted annually for members with full membership status. The survey provides valuable salary and benefit information.

### 7. Coaching Program

This program is designed to assist senior managers, grow talent and initiate staff development throughout their organization. A Coaches Gallery assists emerging leaders foster relationships with seasoned managers and develop knowledge and skills in local government management. Free webinars are also available for members and their staff.

### 8. Career Assistance

The Career area of the TCMA website provides access to the Career Center hosted by the Texas Municipal League. TCMA In-transition Services includes a list of members who are currently in-transition and contact information for the support team. A list of search firms and online job search information is also available.

### 9. Scholarship Programs

TCMA annually awards two Clarence E. Ridley Scholarships to graduate students enrolled in a Texas public administration program or closely related field.

TCMA, in conjunction with the Texas State University-San Marcos Public Services Academy, offers an annual fellowship to a TCMA member to attend the entire Barney L. Knight Texas Certified Public Manager (CPM) Program.

An annual Public Executive Institute Scholarship is awarded for senior managers seeking advanced training at the executive level.

Two annual Leadership Development Scholarships are awarded and can be applied to a variety of eligible programs.

Five New Professional's Scholarships are awarded annually to assist new local government management professionals attend the TCMA Annual Conference.

The Tom Muehlenbeck Scholarship is available to a TCMA members' dependent child who is a high school graduating senior and has been accepted to a Texas college or university.

### 10. Managers in Residence Program

This program connects institutions of higher education and students with city management practitioners. The program provides knowledge and skills for a successful career in local government management and leadership.

## STUDENT MEMBER

An individual who is registered as a Texas student in a college or university public administration program with an emphasis in urban management.

## TCMA CODE OF ETHICS

**Guidelines to these ethical tenets, as well as applicable rules of procedure for enforcement, are available on the TCMA website ([www.tcma.org](http://www.tcma.org)) in the Program section.**

1. Be dedicated to the concepts of effective and democratic local government by responsible elected officials and believe that professional general management is essential to the achievement of this objective.
2. Affirm the dignity and worth of the services rendered by government and maintain a constructive, creative, and practical attitude toward urban affairs and a deep sense of social responsibility as a trusted public servant.
3. Demonstrate by word and action the highest standards of ethical conduct and integrity in all public, professional, and personal relationships in order that the member may merit the trust and respect of the elected and appointed officials, employees and the public.
4. Serve the best interests of the people.
5. Submit policy proposals to elected officials, provide them with facts and advice on matters of policy as a basis for making decisions and setting community goals, and uphold and implement local government policies adopted by elected officials.
6. Recognize that elected representatives of the people are entitled to the credit for the establishment of local government policies; responsibility for policy execution rests with the members.
7. Refrain from all political activities which undermine public confidence in professional administrators. Refrain from participation in the election of the members of the employing legislative body.
8. Make it a duty continually to improve the member's professional ability and to develop the competence of associates in the use of management techniques.
9. Keep the community informed on local government affairs; encourage communication between the citizens and all local government officers; emphasize friendly and courteous service to the public; and seek to improve the quality and image of public service.
10. Resist any encroachment on professional responsibilities, believing the member should be free to carry out official policies without interference and handle each problem without discrimination on the basis of principle and justice.
11. Handle all matters of personnel on the basis of merit, so that fairness and impartiality govern a member's decisions pertaining to appointments, pay adjustments, promotions, and discipline.
12. Public office is a public trust. A member shall not leverage his or her position for personal gain or benefit.



### **Texas City Management Association**

An affiliate of the Texas Municipal League  
1821 Rutherford Lane, Suite 400  
Austin, Texas 78754-5128  
Phone: 512-231-7400  
[www.tcma.org](http://www.tcma.org)



**TEXAS CITY MANAGEMENT ASSOCIATION**  
**Application for Texas Student Membership**  
*(Membership is complimentary)*

*Please download the application prior to filling out for information to save.*

**PERSONAL INFORMATION**

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ Date of Birth \_\_\_\_\_

City/State/Zip Code \_\_\_\_\_ Spouse's Name \_\_\_\_\_

Email Address \_\_\_\_\_

**EDUCATION (UNDERGRADUATE AND GRADUATE)**

Degree	Institution	State	Year Earned or expected graduation
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**WORK EXPERIENCE (PLEASE BEGIN WITH YOUR MOST RECENT POSITION.)**

From	To	Position Title	Employer	State
Month/Year	Month/Year			
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

**APPLICANT'S SIGNATURE and acknowledgement of the TCMA Code of Ethics**

I acknowledge that I have read the TCMA Code of Ethics, will adhere to the code and will provide proof of completion of TCMA ethics training within one year to maintain membership status. Tenet 7 waived for student members.

Signature or electronic signature \_\_\_\_\_

Date \_\_\_\_\_

**Mail or email this completed application to:** kim@tml.org or TCMA 1821 Rutherford Lane, Suite 400, Austin, Texas 78754.

