

Volunteer Application Information for a City of North Vancouver Advisory Committee

Thank you for your interest in serving on one of the City of North Vancouver Advisory Committees. The commitment and dedication of volunteers assists in making the City of North Vancouver a community where people desire to live, work and play.

Eligibility and Requirements

The City of North Vancouver is committed to engaging with the community to learn about the important issues and challenges faced by the residents. The City's Advisory Committees offer valuable volunteer opportunities to help shape policies and practices that are relevant to City of North Vancouver residents, while providing Council with valuable insights about their unique lived experiences and advice on how to best approach challenges and opportunities.

All community members who meet the required qualifications are welcome to apply. We are seeking a broad cross-section of applicants that reflect diverse perspectives and enhance our community as "A City for People" that is welcoming, inclusive, safe, accessible and supports the health and well-being of all.

Application Criteria

- Applicants must be residents of the City of North Vancouver*.
- Applicants must not be employees of the City of North Vancouver.
- Applicants should be available to attend the Advisory Committee meetings and able to serve for the full term of the appointment.

**Some exceptions may apply based on the specific Terms of Reference for each Advisory Committee. Please contact Legislative Services for more information.*

Time Commitment

The time requirements vary between the Advisory Committees. Most of the Advisory Committees meet in the evening, once a month for 2-3 hours. Generally, there are no meetings in August or December.

Remuneration

As these are volunteer positions, Advisory Committee members serve without remuneration.

Application Process

- Carefully review the description of the Advisory Committees and identify the top one, two or three that interest you.
- Complete the application form by typing your information in the fields, saving the form to your device, and then returning the form along with a copy of your resume via email or in-person.
- An interview may be a component of the assessment process.
- Please be as concise as possible when filling out your application.

How to Submit Your Application and Resume

Your application form and resume can be submitted by any of the following options:

By Email: committees@cnv.org

By Fax: 604-990-4202

Mail or Hand Deliver to:

North Vancouver City Hall

Attn: Legislative Services

141 West 14th Street, North Vancouver, BC V7M 1H9

How Appointments Are Made

Generally, all appointments are made in Closed Council meetings between the end of November through to January. The terms of appointments vary based on the Terms of Reference. You may only be appointed to one Advisory Committee at a time, except for rare exceptions granted by Council. All applicants will receive a letter from Legislative Services once the appointments have been made.

Information Privacy

Application information will be shared with City Council and applicable City staff for the purpose of the appointment process and coordinating with the Advisory Committees. The City is collecting your personal information in accordance with Section 26(c) of the *Freedom of Information and Protection of Privacy Act*. For additional information, please contact Legislative Services at 604-985-7761 or committees@cnv.org.