



NEW WESTMINSTER

**Volunteer Application for a City of New Westminster
Commission, Committee, Board, Panel, or Task Force**

2011 COMMUNITY MEMBER APPLICATION FORM

Thank you for your interest in serving the City of New Westminster through participation on a Committee, Board or Commission. The commitment and dedication of community volunteers assists Council in the governance of the city and makes New Westminster a community where people choose to live, work and play.

Eligibility and Requirements

Application Criteria

- Applicants must not be employees of the City of New Westminster.
- Applicants must live in the City of New Westminster.
- Applicants should be able to serve for the full term of the appointment.

Time Commitment

Time requirements vary among the Committees. Most Committees however, meet once a month in the day or evening for two to three hours. Some Committees may meet less frequently. In general, Committees do not meet in July, August or December.

Remuneration

As these are volunteer positions successful candidates serve without remuneration.

Application Process

- Carefully review the description of the Commission, Committee, Board, Panel, or Task Force, and identify which ones interest you.
- Complete the attached application form by typing or hand printing in **black ink only**. Please be as concise as possible when filling out your application.
- Attach a resume.

Applications should be marked to the attention of the Corporate Officer.

Please submit applications **via** any of the following methods:

Fax to: 604-527-4523

Email to: jjanzen@newwestcity.ca

Mail or hand delivered to: Legislative Services

511 Royal Avenue

New Westminster, BC V3L 1H9

How Appointments are Made

All appointments are made by City Council in January. Appointments are for one year terms, except where otherwise indicated. Terms are generally from February 1st of one year to January 31st of the next year.

All applicants will receive a letter from Legislative Services once the appointments have been made.

NOTE

Copies of all applications will be made available to New Westminster City Council, civic staff and any applicable civic agencies (i.e. New Westminster Public Library), for the sole purpose of making appointments and communicating with the Boards, Committees, Commissions and Panels. Your information is collected under the authority of the *Freedom of Information and Protection of Privacy Act* for this purpose and for contacting appointed persons with information regarding meetings.

For more information please contact one of the following:

Jennifer Janzen (604) 527-4523
jjanzen@newwestcity.ca

City of New Westminster Web site: www.newwestcity.ca



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2011 COMMUNITY MEMBER APPLICATION FORM

(Please Type or Hand Print in **Black Ink** Only)

Applicant

Title: Mr. Ms. Dr. Other: _____

First Name: _____

Last Name: _____

Street Address: _____

City: _____

Postal Code: _____

Phone – Residence: _____

Phone – Business: _____

Phone – Cell: _____

Email: _____

Occupation: _____

Employer: _____

Resume attached: Yes No

Commission/Committee/Board/Panel/Task Force for which you are applying:

1. _____

2. _____

3. _____

(Please Type or Hand Print in **Black Ink** Only)

Have you previously been a member of a Commission, Committee, Board, Panel or Task Force for the City of New Westminster?

Yes No

If so, what Committee(s)? _____

What skills and goals will you bring to the Commission/Committee/Board/Panel/Task Force?

Business/Work experience in past five years:

Educational background/Professional qualifications:

Community/Volunteer activities in the past five years:

I, _____ consent to the release of the information on my application and understand that it will be made available on an as needed basis to New Westminster City Council, civic staff and any applicable civic agencies (i.e. New Westminster Public Library), for the purpose of making appointments to Commissions, Committees, Boards, Panels and Task Forces, and, if I am appointed, for contacting me regarding meetings and sending information.

Signature of Applicant

Date (MM/DD/YYYY)

Note: Your information is collected under the authority of the *Freedom of Information and Protection of Privacy Act*.