



Application for Citizen Appointment to an Advisory Body
Application Intake – February 2021

Please note the following important information:

- *More information about each Advisory Body, including Terms of Reference and the District's Committee and Commission Policy, may be viewed at <https://www.oakbay.ca/municipal-hall/committees>*
- *It is important to remember that there is no remuneration for appointees; if appointed, you would serve on the Advisory Body in a volunteer capacity.*
- *Members will initially be appointed to serve a short-term appointment expiring December 31, 2021. Those members wishing to continue serving may re-apply during the Fall 2021 recruitment period.*
- *If you have questions about the Advisory Body, please contact Corporate Services at 250-598-3311 or administration@oakbay.ca.*

APPLICANT CONTACT INFORMATION

Name: _____

Mailing Address: _____

Phone: _____ Email Address: _____

1. Please indicate which Advisory Body you are interested in serving on. You may apply for more than one, but applicants will generally only be selected to serve on one Advisory Body per term.

- Heritage Commission
- Public Art Advisory Committee

2. What makes you an ideal candidate to serve on this Advisory Body? If you are applying for more than one Advisory Body, please make sure you provide an explanation for each one.

(Attach additional pages as required)

3. Please outline your history of your community involvement:

(Attach additional pages as required)

4. Oak Bay's Advisory Bodies typically meet monthly, except for August and December, subject to there being business items to discuss. (Note that during the COVID-19 pandemic, meetings may be conducted electronically or in-person where possible, with strict adherence to the District's safety plans). The anticipated volunteer commitment is approximately 5 hours per month to prepare for and attend weekday meetings. To ensure sufficient staff/IT resourcing, the District is working to transition to a daytime or late afternoon meeting schedule for Advisory Bodies. Please indicate if you have any scheduling considerations that may impact your availability for monthly daytime or late afternoon meetings.

(Attach additional pages as required)

5. Please attach your resume. Your application and resume will be kept on file for one year from the date Council appointments are made or for the term of your appointment, whichever is applicable.

You may submit your completed application form and resume by **February 19, 2021** in one of the following ways:

By email: administration@oakbay.ca
By fax: 250-598-9108 (Attention: Corporate Officer)
By mail or drop off: Oak Bay Municipal Hall, 2167 Oak Bay Avenue, Victoria BC, V8R 1G2
Attention: Corporate Officer

I signify that I am willing to accept an appointment to the Advisory Body named herein, should I be appointed to such by the Council for the District of Oak Bay.

Applicant Signature

Date