



City Clerk

1 Centennial Square
Victoria, BC V8W 1P6

250.361.0571
committeesecretary@victoria.ca

Application for Appointment To Accessibility Advisory Committee

Thank you for your interest in serving on a City of Victoria Committee.

Completing and Submitting an Application

Completed and signed applications can be submitted by email to Legislative Services at committeesecretary@victoria.ca or phone 250.361.0571 to make an appointment to drop off an application, or by mail to the City Clerk, City of Victoria, #1 Centennial Square, Victoria, BC, V8W 1P6. You may attach additional documentation. For further information, contact Crystal Anderson, Deputy City Clerk, Legislative Services at 250.361.0571 or e-mail: committeesecretary@victoria.ca

APPLICANT INFORMATION

Name _____

Address _____

City _____ Province _____ Postal Code _____

Home Phone Number _____ Work Phone Number _____

Cell Number _____ Email _____

How would you prefer to be contacted? Phone Email

Consent to Use Personal Information

Your personal information will be reviewed to determine the most suitable candidates for the committee. This review includes disclosure to City staff involved with this Committee and members of Council.

Section 26(c) of the *Freedom of Information and Protection of Privacy Act* is the legislated authority to collect your personal information. If you have any questions about the collection, use or disclosure of your personal information, please contact the Deputy City Clerk, Legislative Services Department at 250.361.0346, by email at committeesecretary@victoria.ca or in person by appointment at #1 Centennial Square, Victoria BC, V8W 1P6.

To comply with section 31 of the *Freedom of Information and Protection of Privacy Act*, all applications are kept for one year from the date selected applicants are announced.

Declaration of Applicant

I declare that the information I submit in this application is correct and that I am eligible to be appointed to the Committee or Panel for which I am applying, as I am not an elected official, officer or employee of The Corporation of the City of Victoria.

Signature _____

Date _____



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ACCESSIBILITY ADVISORY COMMITTEE

About the Accessibility Advisory Committee

The Accessibility Advisory Committee’s purpose is to:

- Receive and communicate out City activities and updates related to accessibility to “parent” organizations the member represents (where applicable)
- Share information on best practices and innovations on accessibility issues which align with the Focus Areas identified in the City’s approved Accessibility Framework
- Respond to staff requests for input on new projects to identify and address accessibility considerations
- Act as a resource and provide advice and recommendations to City Council and staff on the implementation of the Accessibility Framework and short-term action plan

Terms of Reference are available on the City of Victoria website at victoria.ca/committees

- The Committee will be comprised of up to nine voting members of the public appointed by Council for a up to a one year term as to be determined upon completion of the Governance Review. This recruitment is for two vacancies on the Committee.

Eligibility for Membership on the Panel

- Members shall be appointed from the capital region that reflect a diversity of the types of accessibility issues faced by members of the community as outlined in the Accessibility Framework.
- Membership to the committee will be limited to people with lived experience or accessibility challenges and may also include individuals representing a broad range of under-served and equity-seeking groups.

Time Commitment

- Committee members will serve for up to a one-year term, as to be determined upon completion of the Governance Review. The Committee will meet monthly on the second Tuesday of the month from 4 p.m. – 6 p.m. in a Zoom meeting. In addition to preparing for and attending monthly meetings, applicants should anticipate working on ‘special projects’ or serving on a subcommittee for 2 to 3 hours per month.

Qualifications and Eligibility

1. Please describe your reasons for seeking appointment to this committee.



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2. Please indicate which of the following groups that would apply to you. Optional, choose all that apply.

- Person with accessibility challenges or lived experience of disability
- Indigenous Person
- LGBTQ2SA+
- Newcomer, new Canadian
- Person living in poverty
- Person of diverse ethnic or cultural origin
- Senior
- Woman
- Youth

Other – Please specify _____

3. Please provide additional information related to the above checked items. Attachments are accepted.

4. Do you have experience as a member of any other community board, committee or other volunteer experience? If yes, please describe.



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We are committed to ensuring that reasonable accommodations are made available to persons with disabilities during the committee recruitment process and will provide reasonable accommodations upon request. If you require assistance or an accommodation due to a disability, please email us at committeesecretary@victoria.ca

Next Steps

After the deadline for applications has passed and all applications have been received, staff will bring a report to a Closed Council meeting for Council's consideration. Council may appoint members from the applicants or they may request a longer recruitment period to receive more applications. Several weeks may pass before appointments are made. Once Council has made a decision, applicants will be informed. Thank you for your interest in participating in the Accessibility Access Committee.

If I am not selected for the Committee at this time, I would like my application to remain on file for future vacancies: Yes No