

Appointment to Advisory Committee/Board



Application Form

About this Application

This application is your opportunity to share why you are a strong candidate for this position. Your responses should demonstrate how your skills and experience fit with the mandate and qualifications of the committee, board, agency, or commission for which you are applying.

Please send your completed form to clerks@guelph.ca, mail or drop off to ServiceGuelph, Attention: City Clerk's Office, 1 Carden Street, Guelph, Ontario, N1H 3A1.

In accordance with the [City's Public Appointment Policy](#) applicants must be 16 years of age and either a resident or the owner of property within the City of Guelph. City of Guelph employees are not eligible to apply for committee positions.

If you require assistance in completing this form or would like additional information, please contact the City Clerk's Office clerks@guelph.ca (519) 837-5603 TTY 519-826-9771 or Text: 226-821-2132.

Deadline for applications is 4:30 p.m. on the closing date.

Privacy Statement

Personal information, as defined by Section 2(i) of the [Municipal Freedom of Information and Protection of Privacy Act](#) (MFIPPA) is collected under the authority of the [Municipal Act, 2001](#), and in accordance with the provisions of MFIPPA. Personal information on this form will be used to assess candidates' qualifications for appointment to one of the City's various committees or boards. Personal information may form part of meeting agendas and minutes, and therefore may be made available to members of the public at the meetings, through requests, and through the website of the Corporation of the City of Guelph. Questions regarding the collection, use, and disclosure of this personal information may be directed to the [Information, Privacy and Records Coordinator](#), City Clerk's Office, 1 Carden Street, Guelph, Ontario, N1H 3A1. A Nominating Panel reserves the right to check references and verify information contained on these forms.

Appointment to Advisory Committee/Board

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Name: _____

Address: _____

Phone Number: _____

Email: _____

Committee to which you are seeking appointment. Please list order of preference:
(maximum of three)

1.

2.

3.

Are you currently a member of any other City committee? If so, please name and provide date of term expiry.

Please tell us about your particular interest in serving on the committee. What would you hope to contribute? How would you support the work of the committee?

Please list any skills, training or qualifications you would bring to the committee membership.

Please list prior or current community involvement or experience within the City or otherwise (experience is not a pre-requisite for appointment).

The [Public Appointment Policy](#) limits committee membership to a maximum of eight years. Please indicate if you are a current prior member and, if so, for how many years.

Have you served on this committee before?

Yes

No

Number of Years ____

Please attach any additional information. (Including resumes, CV's, letters)

Confidential Voluntary Diversity Information (Optional)

The City of Guelph recognizes that it is best served by committees which reflect the diversity of our community.

Priority will be given to applicants of equity seeking groups.

You are encouraged to complete this confidential diversity questionnaire. This information is used to help the City in achieving its objectives for equity and diversity. The City Clerk's Office will report publicly on the results of these responses in summary form only and will keep the identities of candidates confidential. This information will not be released for any other purpose without your permission.

The City Clerk's Office collects this information in compliance with the provisions of the [Municipal Freedom of Information and Protection of Privacy Act](#), the [Ontario Human Rights Code](#) and the [City's Public Appointment Policy](#) approved by Council on July 19, 2021.

1. Aboriginal/Indigenous Peoples

Aboriginal/Indigenous Peoples are those who identify as members of First Nations (status, non-status, treaty, or non-treaty), Inuit or Metis communities in Canada.

Based on this description, do you consider yourself to be an Aboriginal/Indigenous person?

Yes

No

2. Member of a Visible Minority

Members of a visible means other than Aboriginal/Indigenous Peoples who are non-Caucasian in race or non-white in colour. We recognize that this language is outdated and that the term "racialized" is becoming more common. The Ontario Human Rights Commission explains that because 'race' has its roots in social, not biological, characteristics and includes much more than skin colour, their preferred term is "racialized group or person". We are using the term visible minority, not racialized group, because it is the term used by Statistics Canada in its Census data.

Based on this description, do you consider yourself to be a member of a visible minority?

Yes

No

3. Persons with a disability

The term disability covers a broad range and degree of conditions, some visible and some invisible. A disability may have been present at birth, caused by an accident, or developed over time. These include physical disabilities, hearing or vision disabilities, developmental disabilities, learning disabilities, chronic illness and mental health disabilities and addictions. A disability may be permanent, temporary, or episodic which may result in experiencing disadvantage or barriers to full participation in society.

Based on this description, do you consider yourself to be a person with a disability?

Yes

No

4. Gender

Cisgender means a person who identifies with the gender they were assigned at birth.

Woman (transgender)

Woman (cisgender)

Man (transgender)

Man (cisgender)

Gender diverse (gender-fluid)

Non-binary

Two-Spirit

Or please specify: _____

By Selecting "I agree" you declare that the information in this application form is true and you understand that:

You may be asked to provide information to confirm your identity, eligibility, and qualifications.

If you are recommended for appointment, your name will be listed publicly on City Council agendas and minutes which are posted publicly on Guelph.ca.

I agree

Signature: _____

Date: _____