



**APPLICATION FOR APPOINTMENT TO BOARDS/COMMITTEES**

Boards and committees play an important role in the local democratic process. Community participation is a key part of building Markham’s future. Members of the public appointed to serve on a Markham board or committee provide Council with a variety of diverse perspectives, specialized skills and expertise specific to the mandate of the public body they serve. Markham is committed to a fair and equitable recruitment process.

**I. PERSONAL INFORMATION:** (Please print) Mr. \_\_\_ Mrs. \_\_\_ Ms. \_\_\_ Dr. \_\_\_  
(Check one)

\_\_\_\_\_  
Last Name First Name

\_\_\_\_\_  
Home Address Telephone # (Residence)

\_\_\_\_\_  
Home Address (Cont'd) Telephone # (Business)

\_\_\_\_\_  
Postal Code E-mail Address

Personal information on this form is collected under the authority of the Municipal Act. The information will be used to determine eligibility for appointment and will be retained for future volunteer appointments where authorized. Questions about this collection of personal information should be directed to the Clerk’s Office, 101 Town Centre Blvd., Markham L3R 9W3, Telephone No. (905) 477-7000, Ext. 4290.

**I authorize the release of the above personal information to Council, other board or committee members and appropriate staff.**

Please indicate:  YES  NO \_\_\_\_\_  
Signature

**I authorize the Town to retain my personal information for the purpose of future volunteer appointment opportunities.**

Please indicate:  YES  NO \_\_\_\_\_  
Signature

Please indicate below the board/committee you are interested in serving. If you are interested in more than one appointment, please indicate in order of preference (e.g. 1, 2, 3.):

Committee	Preference
	1
	2
	3

Please indicate how you heard about this vacancy, where applicable:

- |  |   |
|--|---|
| <input type="checkbox"/> Markham Economist & Sun / Thornhill Liberal | <input type="checkbox"/> Markham Public Libraries             |
| <input type="checkbox"/> Word of mouth                               | <input type="checkbox"/> Markham Community Centres            |
| <input type="checkbox"/> Maytree Foundation's abc GTA Project        | <input type="checkbox"/> Community Organizations/Associations |
| <input type="checkbox"/> Information Markham                         | Other _____   |
| <input type="checkbox"/> Markham's Website                           |   |

**II. ELIGIBILITY**

Please complete the following questions to determine your eligibility to serve on a Markham board or committee:

1. Are you a resident, property owner or tenant of Markham? Yes \_\_\_\_ No \_\_\_\_
2. Are you over 18 years of age? Yes \_\_\_\_ No \_\_\_\_

**Please answer the following question if you answered “No” to question 1.:**

Explain your intention and commitment to serve on a Markham Advisory Board or Committee and how you would contribute to Markham in a meaningful way?

**III. QUALIFICATIONS:**

(Note: A personal resume or synopsis outlining any additional information may be attached.)

1. State briefly your interest in being appointed to the committee/board of your preference.

2. What qualifications and experiences do you have that make you an ideal candidate for this position?

3. Please indicate any board/committee that you have served as well as any other community volunteer work or involvement.

4. State briefly any additional skills or expertise that you have that would enhance the work of the board/committee of your preference.

5. Explain how your appointment would benefit the residents of Markham.

6. Please indicate below when you would be able to attend meetings:

	Monday	Tuesday	Wednesday	Thursday	Friday
Days					
Evenings					

7. Informal interviews are conducted for board/committee applicants. Please indicate below when you would be able to attend an interview:

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Morning						
Afternoon						
Evening						



#### IV. CODE OF ETHICS

Recognizing responsibilities to the people, desiring to inspire public confidence and respect for government and believing that honesty, integrity, loyalty, justice, and courtesy form the basis of ethical conduct, an appointed member:

- Puts public interest above individual group or special interest and considers the position as an opportunity to serve society.
- Recognizes that government service is a public trust that imposes responsibility to conserve public resources, funds and materials.
- Never offers, gives nor accepts any gifts, favours, or service that might tend to influence the discharge of duties.
- Never uses the position to secure advantage or favour for self, family or friends.
- Never discloses confidential information gained by reason of position, nor uses such information for personal gain.
- Never makes recommendations, while a member of a Committee, on any matter that involves a business in which there is a personal direct or indirect financial interest.

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Date

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Signature

Please return this form to the Clerk's Office, Markham Civic Centre.

## V. DIVERSITY INFORMATION:

Markham is committed to the principle of having diverse representation on its Boards/Committees. Your **voluntary response** to the questions below will be used to determine Markham's degree of success with respect to attracting diverse applicants in its recruitment activities. The information will also be used to determine if Markham is achieving its goal of having more diverse representation on its Boards/Committees. The confidential diversity information collected will be processed separately from your application, and will be used to measure the diversity of the applicants at different stages of the recruitment process.

### Gender

Male  Female  Other   
Prefer not to disclose

### Age

< 18   
18-24  44-55   
25-34  55-65   
35-44  65 +

### An Indigenous Person

Yes  No

### A Person with a Disability

Yes  No

### A Racialized Person

Yes  No

**Please complete the following if you answered yes to the question above:**

Arab/Middle Eastern or North African   
Black   
Chinese   
Latin American   
South Asian   
Southeast Asian   
Person of Mixed Origin   
Other racialized group \_\_\_\_\_

### Definitions:

**AN INDIGENOUS PERSON-** A person that identifies with or is a member of the original persons of North America (First Nation, Métis or Inuit). This may include members of the First Nations, Treaty or Registered Indians, as well as non-status and non-registered Indians.

**A PERSON WITH A DISABILITY-** A person with long-term or recurring physical, mental, intellectual, learning or sensory impairments and which in interaction with various barriers may hinder their full and effective participation in society on an equal basis with others.

**A RACIALIZED PERSON-** A person that is non-Caucasian in race or non-white in colour.

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**VI. SUBMISSION OF APPLICATION:**

If you have any questions or concerns, or require additional information, please contact Laura Gold at (905) 477-7000 ex. 4930. Please submit your application to the Clerk's Office at Markham Civic Centre:

Mail or in Person: 101 Town Centre Boulevard, Markham, ON L3R 9W3

Business Hours: 8:30 a.m. – 4:30 p.m.

Email: [lgold@markham.ca](mailto:lgold@markham.ca)

Fax: (905) 479-7771

Thank you for your interest!