

**READ THE FOLLOWING:**

The personal information requested on this form is being collected in order to assist Council in making appointments to its boards and committees and is governed by the *Freedom of Information & Protection of Privacy Act (FOIPP)*. This information is collected under Section 33 of the Freedom of information and protection of privacy Act and Section 3 of the Municipal government Act. If you are appointed to a Board or Committee, your name will be disclosed. If you have any questions with respect to the collection or release of this information, please contact the FOIPP Coordinator for the Town of Crossfield at 403-946-5565.

**Eligibility** – To be eligible for appointment as a public-at-large member of a Town Board/Committee, applicants must be of the full age of 18 years, and a Canadian citizen or legally entitled to work as defined by the Government of Canada.

**Upon appointment to the board a Criminal Records Check will be required**

*All fields must be completed for the application to be deemed complete*

**APPLICANT INFORMATION:**

PLEASE PRINT CLEARLY:

First Name	Last Name	*Residence <small>*Must have lived in Crossfield or recreation area for at least 6 months</small>	
		In Town of Crossfield	years
		Crossfield Area	years

Mailing Address	City	Province	Postal Code

Email Address	Telephone Number

How did you hear about this opportunity?

- |  |  |
|--|--|
| <input type="checkbox"/> Crossfieldalberta.com           | <input type="checkbox"/> Town Council or Staff |
| <input type="checkbox"/> Social media/online advertising | <input type="checkbox"/> Word of Mouth         |
| <input type="checkbox"/> Newsletter                      | <input type="checkbox"/> Emails                |
| <input type="checkbox"/> Council Meetings                | <input type="checkbox"/> Other                 |

**SUBMIT YOUR APPLICATION:**

**Email to:**  
town@crossfieldalberta.com

**Mail to:**  
Town of Crossfield  
Box 500  
Crossfield, Alberta, T0M 0S0

**Hand Deliver to:**  
Town Office  
1005 Ross Street,  
Crossfield, AB T0M 0S0

**PLEASE ANSWER THE FOLLOWING QUESTIONS:**

**1. SEEKING APPOINTMENT TO**

Which Board(s) or Committee(s) are you applying for?



## TOWN OF CROSSFIELD Board And Committee Application

### 2. INTEREST IN THE POSTION

Why are you interested in this position?

### 3. WORK EXPERIENCE/EDUCATION

Please describe your current or past work experience and education that you feel is relevant to your application.

**4. COMMUNITY AND VOLUNTEER ACTIVITIES**

Tell us about your current or past involvement on other boards, organizations, school and/or neighborhood groups, volunteer work whether with the Town of Crossfield or another community. (Include any offices held).

**5. EXPERIENCE AND SKILLS**

Check all boxes below that correspond to your experience and skills that you would bring to the relevant board or committee.

<b>General Experience and Skills</b>	<input type="checkbox"/> Resident of the Town of Crossfield or area <input type="checkbox"/> At least 18 years of age <input type="checkbox"/> Canadian citizen or Permanent Resident <input type="checkbox"/> Integrity and high ethical standards <input type="checkbox"/> Effective listener <input type="checkbox"/> Strong decision-making skills <input type="checkbox"/> Strong public service orientation <input type="checkbox"/> Experience in community representation <input type="checkbox"/> Strong communication skills <input type="checkbox"/> Strong analytical and reasoning skills <input type="checkbox"/> Integrity and high ethical standards <input type="checkbox"/> Commitment to make Crossfield the best it can be for its citizens <input type="checkbox"/> Additional experience or skills: _____
<input type="checkbox"/> <b>Crossfield Municipal Library Board</b>	<input type="checkbox"/> Have a membership with the Crossfield Municipal Library <input type="checkbox"/> Understand or are familiar with the Libraries Act, Municipal Government Act and other pertinent Acts and Bylaws
<input type="checkbox"/> <b>Crossfield &amp; District Recreation Board</b>	<input type="checkbox"/> Experience in community recreation and cultural activities <input type="checkbox"/> Knowledge and experience in dealing with local organizations and funding opportunities <input type="checkbox"/> Understand or are familiar with the Alberta Societies Act and other pertinent Acts regarding non-profit <input type="checkbox"/> Understand or are familiar with bylaws regarding the Crossfield & District Recreation Board

☐ **Municipal Planning Commission (MPC)**

OR

☐ **Subdivision and Development Appeal Board (SDAB)**

- ☐ Experience in planning and design of public spaces and community activation
- ☐ Experience in advancing diversity, equity, including or accessibility
- ☐ Demonstrated work experience and expertise in Architecture and/or Engineering
- ☐ Demonstrated work experience and expertise in Home Building
- ☐ Demonstrated work experience and expertise in Landscaping Architecture
- ☐ Demonstrated work experience and expertise in Real Estate Development
- ☐ Demonstrated work experience and expertise in Real Estate or Planning Law
- ☐ Demonstrated work experience and expertise in Urban Design, Planning or development
- ☐ Understand or are familiar with subdivision, urban design, architectural and landscape plans
- ☐ Understand or are familiar with Municipal Government Act and other pertinent Acts and Bylaws
- ☐ Experience in managing competing interests and negotiating solutions
- ☐ Experience in taking on leadership roles, inc. Chair and Vice Chair positions.
- ☐ Regard for the interests of all parties affected by the outcome of decisions
- ☐ Strong working knowledge or Alberta planning legislation

### 6. CONFIRMATION

I, the above applicant, hereby certify that the information as presented above is truthful and accurate to the best of my knowledge. I understand that offering falsified information may remove my candidacy from the application process.

Signature

Date

### FOR OFFICE USE

Completed Application Received:

Date:

Administration Review Completed:

Date:

Council Approval:

Date: