

\*Alternate formats for this application form are available upon request.

**Application Deadline: Thursday, December 12, 2024**

Please note the following as you prepare your application:

- To be eligible for appointment as a Board Director, you must be:
  - At least 18 years of age; and
  - The owner or tenant of land in the City of Owen Sound, or an employee of a corporation operating in the River District.
- A resume must be attached with your application.
- References are not required at this time, but you may be contacted later to provide references.
- All sections of the application form must be completed except for the section marked 'Self-Declaration' which is optional. Please enter 'N/A' for any questions that are not applicable.
- The information you provide is confidential and will only be viewed by the River District Board of Management, City Council, and appropriate staff.

**All candidates will be contacted once the River District Board of Management and City Council have made their decision.**

The term for this Board Director position will begin immediately upon approval by City Council and expire November 14, 2026. Meetings are held on a bi-monthly basis on the second Wednesday of the month beginning at 5:30 p.m. in the Council Chambers at City Hall (January, March, May, July, September, and November).

The River District Board of Management discusses and provides direction on events, River District appearance, concerns of local business operators and residents, and Board administration. A full listing of meeting dates, as well as agendas and minutes, can be found on the City's website at [www.owensound.ca/meetings](http://www.owensound.ca/meetings).

For more information on the River District and the Board of Management, please go to [owensoundriverdistrict.ca](http://owensoundriverdistrict.ca).

If you have any questions about the River District Board of Management or the application process, please contact Allison Penner, Deputy Clerk, at the contact information provided at the end of this application form.

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

Preferred Name: \_\_\_\_\_ Pronouns (optional): \_\_\_\_\_

Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_ Other Phone: \_\_\_\_\_

Are you 18 years of age or older?

Yes  No

Are you the owner or tenant of land in the City of Owen Sound?

Yes  No

If you are not the owner or tenant of land in the City of Owen Sound, are you an employee of a corporation operating in the River District?

Yes  No If yes, which corporation? \_\_\_\_\_

Are you currently or were you previously a member of a City Board or Committee?

Yes  No

If yes, please specify the name of the Board(s)/Committee(s) and the years of service.

Please provide details with respect to your interest in serving on the River District Board of Management:

Please provide details with respect to your education and training background (i.e., courses, degrees, diplomas, certificates, or any other training relevant to the River District Board of Management):

Please describe any current or past work experiences and skills that are relevant to the River District Board of Management:

Please describe any current or past community involvement or volunteer work that are relevant to the River District Board of Management:

Please share any additional skills, experiences, or information about yourself that relates to the River District Board of Management:

## Confidential and Optional – Self-Declaration

The City of Owen Sound is committed to creating a welcoming and inclusive environment. We recognize and celebrate all dimensions of diversity, types of abilities, and demographics of our community.

In the City's [Inclusion Strategy](#), one of the four Pillars of Inclusion is 'Workforce and Committees' with a specific objective of "attract and recruit a talented and diverse workforce, and committee membership, that is reflective of the labour market and community."

To assist the City in its efforts to appoint a diverse committee that is reflective of Owen Sound, you are encouraged to provide the following self-identification information.

If you are comfortable, which of the following best describes you. Choose all that apply.

- A member of the Indigenous community
- A member of a racialized community (other than Indigenous, who are non-Caucasian in race or non-white in colour)
- A member of the 2SLGBTQI+ community (abbreviation used to represent a broad range of identities, but not limited to those mentioned)
- A person with a disability
- A youth or young adult (under 25 years of age)
- None of the above
- Prefer not to answer
- Other (please specify): \_\_\_\_\_

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Date of Application

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Signature of Applicant

Personal information contained in this form is collected under the authority of the *Municipal Act, 2001* and in accordance with the provisions of the *Municipal Freedom of Information and Protection of Privacy Act*. The information will be used by members of the River District Board, Council, and City staff to complete the selection process. Questions about this collection should be addressed to the City Clerk, Briana Bloomfield, at [bbloomfield@owensound.ca](mailto:bbloomfield@owensound.ca) or 519-376-4440 ext. 1247.

**Submit completed application form and current resume by mail, email or in person to:**

Allison Penner, Deputy Clerk  
City of Owen Sound  
808 2<sup>nd</sup> Avenue East  
Owen Sound, ON N4K 2H4  
[apenner@owensound.ca](mailto:apenner@owensound.ca)  
Phone: 519-376-4440 ext. 1235