



FOR IMMEDIATE RELEASE

September 14, 2015

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~ MEDIA ADVISORY ~

APPLICANTS SOUGHT FOR COMMUNITY DEVELOPMENT ADVISORY COMMITTEE

Applications are being accepted for three vacancies on the city's Community Development Advisory Committee. The deadline to apply is 5 p.m. Monday, October 19, 2015. Application forms are available in the City Manager's Office at City Hall, 225 Fifth Street. The City Council is scheduled to interview applicants during work session on November 9, 2015 with appointments made at a subsequent Council meeting.

The vacancies are due to term expiration. The vacant positions are at-large appointments with 4-year terms. The new terms will begin on January 1, 2016, and will continue through December 31, 2019. Applicants must be residents of the City of Springfield or reside within Springfield's Urban Growth Boundary.

Background:

The volunteer committee advises the City Council on all matters related to the City's housing and community development activities which are funded annually by a Community Development Block Grant (CDBG) from the U.S. Department of Housing and Urban Development. Projects funded through CDBG are to serve primarily low and moderate-income residents of the City. Applications are encouraged from lower-income earners, residents of lower-income neighborhoods, racial and ethnic minorities, senior citizens, persons with disabilities and female heads of households.

For more information: Call Erin Fifield at (541) 726-2302 or Penny Olsen at (541) 736-1039.



City of Springfield

225 Fifth Street
Springfield, Oregon 97477
Ph: (541)726-3705 Fax: (541)726-4614
An Affirmative Action/Equal Opportunity Employer

Employee# _____
Position # _____

NON-EMPLOYEE PROFILE

Request for Services

- VOLUNTEER
TEEN VOLUNTEER
INTERN / CONTRACTED LABOR

To be completed by CANDIDATE - All Information is REQUIRED

Full Legal Name: (First) (Middle) (Last)
Physical Address: (Street, Apt)
(City) (State) (Zip)

DOB:
Preferred Phone #: Cell Home

Type of Work:

INTERNSHIP ONLY
School/Organization Name:
Sponsor/Contact Name & Phone #:
Start & End Dates:

- Department(s) of Interest
City Manager's Office
Finance
Courts
Information Technology
Fire & Life Safety
Police
Library
Development & PW
Human Resources

Other Language(s) Spoken: Willing to Translate? YES NO (High/Medium/Low)
Language 1: Speak? Read? Write?

Emergency Contacts - Please list in order of preference

Name / Relationship: Name / Relationship: Name / Relationship:
Primary Ph#: Cell Home Other
Alternate Ph#:
City, State

By signing, I authorize the City of Springfield to use and/or disclose the above information in the case of an emergency, accident or illness that affects me.

Candidate Signature: Date:

To be completed by FACILITATOR
Assignment & Department/Duties:
Facilitator Name: Start & End Dates:
Ph Ext.: Staff Approving Time Card:
Picture: Taken & Emailed Needed
Requested Access: Computer* Time Card Email Notify IT New Badge
Other:
Driving:
On Line Learning Center System Access Requested (Includes drivers Training Courses if applicable)
*When computer access is granted, volunteers and interns will receive access to the Volunteer Drive and an I:Drive.
Notes:
Facilitator is responsible for ensuring candidate has read and signed the City Policy Acknowledgment page on their first day. Return signed page to Human Resources.
Facilitator must contact Human Resources at the end of service to update personnel records.
Facilitator is also responsible for the return of ID Badges to HR.

CDAC Vacancy Application – Supplementary Interview Questions

1. Why are you interested in serving on the Community Development Advisory Committee?
2. What skills or experience do you have that may be beneficial to the Committee?
3. Because the resources are so limited, some worthwhile projects may not get funded. How would you decide which projects receive funding and which do not?
4. What do you see as Springfield's greatest community challenge?
5. What do you see as Springfield's greatest community asset?