



# Community Council Member Selection Process

## Application Process

PCL staff are working with City of Portland's Office of Civic Life application process for all city advisory bodies. PCL Staff will host virtual information sessions for individuals interested in applying to become council members, including providing support for completing the application. Sessions will also include explanation of the screening and selection process for membership.

## Screening & Selection

Building from PCL staff's experience with recruiting and screening 100+ community volunteer grant reviewers and creating job interview panels comprised of staff and external community partners, PCL staff will screen and applications using screening and scoring criteria that reflect Community Council membership qualifications and representation priorities and that were used for selecting all current members serving on the Council. PCL Director will make appointment decisions based on staff recommendations and in accordance with [Council's bylaws](#).

## Application Screening & Selection Criteria

Applications ask questions focused on member experience related to the Council's charge and member qualifications.

Selection criteria are based on qualifications and experience, as follows:

- Understanding of the PCL Community Council and interest in contributing toward its purpose
- Commitment to Equity and Antiracism
- Commitment to Collaboration
- Professional or volunteer experience at least one of the following: social justice; human services and child welfare; youth mentoring; K-12 education; early childhood programs, after school programs, family support programs; health/behavioral health; hunger relief services; small non-profit organizations; grantmaking and philanthropy

- Lived, professional, or volunteer experience working with youth who identify belonging to at least one of the following communities: LGBTQ+; Black, Indigenous, People of Color; Immigrant & Refugee; youth with disabilities; houseless families.

## **Timeline and Steps for Community Council Selection Process**

### ***July 2023***

- PCL Staff outreach and applicant info session

### ***August 2023***

- Applications Due
- PCL staff review applications
- New members selected by August 31, 2023.
- Staff notifies applicants if selected or not.

### ***September 2023***

- Newly appointed Council members attend one-to-one orientation session with PCL's Community Engagement Coordinator
- Attend Council meeting on September 20<sup>th</sup> 5:30pm – 8pm (Date/time subject to change)