



City of Portland Human Rights Commission Interest Form and Instructions



The purpose of this form is to assist the City of Portland's Human Rights Commission in making recommendations to the Mayor and City Council for appointment to the Human Rights Commission.

The Human Rights Commission seeks to recommend two appointees to serve a term beginning in May, 2013. Due to staggered term appointments the term ends in October, 2013. This form may also assist the Mayor in making inquiries concerning the qualifications of applicants for appointment, if necessary. City Council confirms all appointments to the Human Rights Commission.

*Please note that information requested in this document **is public information**, with the exception of the optional section, which is confidential. (Information in the optional section will only be disclosed as required by law.) If you have a recently prepared biography or resumé, please attach it to this form. Thank you for your interest.*

If you have concerns or questions, please call [Jeff Selby](tel:5038232173) at (503) 823-2173, Human Rights Commission Program Coordinator with the Office of Equity and Human Rights.

Mission Statement of the Human Rights Commission

The Human Rights Commission shall work to eliminate discrimination and bigotry, to strengthen intergroup relationships and to foster greater understanding, inclusion and justice for those who live, work, study, worship, travel and play in the City of Portland. In doing so, the Human Rights Commission shall be guided by the principles embodied in the United Nations Universal Declaration of Human Rights.

Human Rights Commissioners

The Human Rights Commission is comprised of 15 members representing a broad spectrum of the community, including, but without limitation to the following factors: areas of expertise, advocacy experience, community involvement, profession, education, race, ethnicity, gender and gender identity, sexual orientation, national origin, age, religion and geographic identification. **Members must live, work, worship, or be enrolled in school within the City of Portland.**

Members are expected to participate at all monthly meetings (or pre-arrange absences) on the first Wednesday of the month. These meetings normally run about three hours. Commissioners are also asked to participate in at least one sub-committee or special project work. Sub-committee or special projects do require attending additional meeting, and performing tasks, outside of the regular monthly Commission meetings. Additional meetings of the Commission are held as needed to respond to events, conduct hearings and forums, or extend the work of the Commission.

The Commission encourages applications from youth and students for up to two positions on the Commission.

The strategic plan, by-laws, history, City ordinance outlining the charge of the Commission, documents on current work and committees, action papers, meeting agendas and minutes of the Human Rights Commission can be viewed online at:
www.portlandonline.com/humanrelations/index.cfm?c=47705 .

***Please review the materials from the website to inform your responses below.
 Human Rights Commission INFORMATION Form***

Name:			
	<i>First</i>	<i>Middle Initial</i>	<i>Last</i>
Mailing Address:			
Occupation:			
Daytime Phone:		Email:	

Please Note: If using the WORD version of this form, you may enter your responses below directly onto the form utilizing the input fields provided. However, if using a PDF version of this form, you must either (a) provide handwritten (print) responses directly onto the form; (b) type directly onto the form; or (c) provide typed responses on an additional sheet.

A. Briefly describe your background that relates to the mission and work of the Human Rights Commission. Include details of work and involvement in human-rights and all work that might contribute to the mission of the Human Rights Commission. The Commission seeks candidates with strong community involvement experience.

B. Please describe your ability to commit to participate fully in the work of the Commission given the time demands as outlined above.

C. List any your skills, knowledge, or perspectives that would serve the Human Rights Commission’s ability to meet its mission and further the work of its committees:

D. List work or volunteer experience that would add to your expertise for this Board/Commission.

Dates (from/to) Employer or Volunteer Activity Responsibilities

E. The Human Rights Commission seeks to model service leadership and respect in its work with Commission members and the community. List your experience working on diverse teams, public bodies, or committees – and skills related to intergroup dialogues and team building with diverse communities:

F. By ordinance, the Human Rights Commission must be diverse in terms of areas of expertise, advocacy experience, community involvement, profession, education, race, ethnicity, gender, gender identity, sexual orientation, national origin, age, religion and geographic identification. Addressing any or all of these factors in your application will help the Human Rights Commission assess your application.

My signature affirms that all information contained herein is true to the best of my knowledge, and that I understand that any misstatement of fact or misrepresentation of credentials may result in this application being disqualified from further consideration.

Signature:		Date:	
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Please send the information form (with your resume attached) to:

Human Rights Commission
Attn: Jeff Selby
421 SW 6th Avenue, Suite 500
Portland, OR 97204

or

e-mail it (in either PDF or WORD format) to:

jeff.selby@portlandoregon.gov

Deadline:

Please note the optional information below must remain on a separate page from the rest of the application.

Human Rights Commission OPTIONAL INFORMATION Form

The City asks that you voluntarily provide the following information. The City will use this information for statistical purposes, such as tracking the geographical diversity of commission appointees. **By providing this information, you will help us ensure that appointments represent a broad cross-section of the community.** You are under no legal obligation to provide this information. State and federal law prohibit the use of this information to discriminate against you. The City will treat this information as **confidential** to the fullest extent allowed by law.

Age: Under 18 18-64 65+

Gender:

Please check all that apply:

- | | | |
|---|--|------------------------------------|
| <input type="checkbox"/> African-American | <input type="checkbox"/> Asian /Pacific Islander | <input type="checkbox"/> Caucasian |
| <input type="checkbox"/> Latino/a | <input type="checkbox"/> Native American or Alaskan Native | |
| <input type="checkbox"/> Multi-racial | <input type="checkbox"/> Other (please self identify): | |

GLBTQ community member

Disability: No Yes

If yes, please
specify: _____

To help ensure equal access to City programs, services and activities, the City of Portland will reasonably modify policies/procedures and provide auxiliary aids/services to persons with disabilities. Please call Patrick Philpott at the Office of Equity and Human Rights (503-823-4432) with such requests.