

**MANDATE:**

- ✳ The mandate of the Committee is to provide advice and recommendations to Council about facilities and other infrastructure, programs, services, activities and policies, for the purpose of improving the City's livability, inclusiveness and accessibility for individuals with disabilities.
- ✳ The Accessibility Advisory Committee (AAC) serves as a collaborative voice for Edmontonians experiencing disability.

SUBCOMMITTEES:

<ul style="list-style-type: none">✳ Community Engagement✳ Follows the regular AAC meeting (2nd Monday of the month) from 6:30 - 8 pm	<ul style="list-style-type: none">✳ Policy✳ Meets the 2nd Tuesday of the month from 4 - 5:30 pm (will be changing)
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CURRENT COMMITTEE ACTIVITIES:

<ul style="list-style-type: none">✳ Social Media guidelines	<ul style="list-style-type: none">✳ Creation of an AAC promotional video
<ul style="list-style-type: none">✳ Events: Accessible Parking Awareness Week, Mayor's Awards, International Day of People with Disabilities	<ul style="list-style-type: none">✳ Providing advice to City of Edmonton on accessibility of projects and initiatives i.e. Roger's Arena and Blatchford

REMUNERATION:

- ✳ NONE - Committee members serve in a voluntary capacity, however, eligible expenses are available for citizen members who serve on Council committees, including a child care expense allowance (for meeting attendance) based on actual receipts submitted.

APPOINTMENT TERM:

- ✳ One-year terms, (from May 1 to April 30) renewable to a maximum of six consecutive years.
- ✳ City of Edmonton Volunteer Management practices include an annual evaluation of committee members. *[City Policy C575A]*

TO APPLY:

- ✳ Applicants are required to complete the online Taleo application, and attach a current resume plus three written letters of reference. (References should be from individuals that can comment on the relevant qualities, skills or knowledge you possess.)

APPLICATION PROCESS TIMELINE:

Community Services Committee of Council serves as the Selection Committee for this Committee. It is anticipated that selection processes will take place on the following dates:

- ✳ March 3, 2016 - Applicant Short Listing
- ✳ March 17, 2016 - Applicant Interviews
- ✳ April 5, 2016 - Appointments made by City Council



QUALIFICATIONS:

- * significant, direct experience with a disability or with a disability organization;
- * recent board or committee member experience;
- * Experience with policy development and review;
- * Capable of providing a wide perspective on issues, ability to think about issues strategically;
- * Ability to work collaboratively with other Committee Members and with Administration, and represent the AAC in a positive manner in the community;
- * Leadership abilities, and experience in one or more of the following: public engagement; building relationships; or educating individuals;
- * the ability to commit:
 - o a minimum of 6-10 hours per month on Committee -related activities which may include attendance at workshops, conferences and other events as well as participation in document review and development (outside of regular meeting times)
 - o **The Committee meets** on the second Monday of each month in the Heritage Room, City Hall from 4:30 - 6:30 pm. Members also participate on one of the sub-committees (1.5 hours in length), which meet once a month during regular business hours.
- * The ability to communicate by email would be a definite asset.

EXPECTATIONS:

- * Develop and maintain a good working knowledge of the Advisory Committee's mandate, Bylaw, and policies.
- * Actively participate in Committee and sub-committee meetings, orientation and planning sessions, and other Committee activities.
- * Review materials and prepare for meetings, participate in discussions and decision-making, and honor decisions of the Committee.
- * Be a member of at least one sub-committee.
- * Abide by the Ethical Guidelines for Citizens Who Serve on City Boards, Agencies and Committees.
- * Have a strong commitment to the community and to enhancing the quality of life for persons with disabilities in Edmonton.