



Advisory Boards, Commissions and Committees

Application and Selection Process

Thank you for your interest in serving on an advisory board, commission or committee. Citizen involvement enhances and promotes Oak Park's character and values. Advisory boards, commissions and committees serve as additional resources and support to the Village Board of Trustees and Village staff.

How To Apply

- Review board and commission information at www.oak-park.us/volunteer and choose two or three that interest you.
- Attend at least one meeting of those that interest you. Speak with the commission chair.
- Complete an application and provide a resume listing your employment, education and prior experience in civic service with the Village or other organizations. Submit these materials via U.S. Mail to:

Village Clerk
Village of Oak Park
123 Madison St.
Oak Park, IL 60302

or via e-mail to clerk@oak-park.us

Application Review Process

- The Village Clerk's office will review your application and contact you.
- You will be invited to a group interview with the Citizen Involvement Commission (CIC), which manages the selection process.
- The CIC will find an appropriate fit for you on a board, commission or committee based upon your application, open positions and any other specific needs or requirements of the boards or commissions. You are not guaranteed an appointment. The CIC strives to find and recommend the best candidates based upon skills, aptitude, experience, training and temperament for each commission
- The CIC will either recommend you for a position, hold your application for future openings or decline your application.
- The CIC recommendation is forwarded to the Village President and Board of Trustees for review and approval.
- The Clerk's office will notify you of the date the Board of Trustees will vote on your appointment. You are welcome to attend this meeting, but are not required to.

If You are Appointed

- The Clerk's office will notify you.
- You will receive a Performance Pledge to sign and return to the Village Clerk prior to assuming your position.

If Your Appointment is on Hold

- Your name may remain on file with the Village Clerk for up to 12 months.
- After 12 months, you are welcome to reapply.

For more information, call 708.358.5670 or e-mail clerk@oak-park.us.



Volunteer Application

The Village of Oak Park
Village Hall
123 Madison Street
Oak Park, Illinois 60302-4272

708.383.6400
Fax 708.383.6692
TTY 708.383.0048
village@oak-park.us

Name _____ Application Date _____

Address _____ Zip _____ Preferred E-mail (required) _____

Years Oak Park resident _____ Select one: Rent Own Other

Preferred Telephone Number _____ Alternate Telephone Number _____

Commission Choices

First Choice _____ Date Attended _____
Board/Commission/Committee

Reason Interested: _____

Second Choice _____ Date Attended _____
Board/Commission/Committee

Reason Interested: _____

Third Choice _____ Date Attended _____
Board/Commission/Committee

Reason Interested: _____

I would be willing to serve on another commission.

Availability

Monthly Semi-Monthly Weekly As Needed Anytime

In the space below, please explain why you are interested in serving on a board, commission or committee and how you can contribute to the work:

Demographic Data

The Village of Oak Park promotes diversity among Board and Commission members. The information below helps track recruitment efforts. Declining to provide any or all of the information below will not affect the selection process.

Female Male Transgender Race/Ethnicity: _____ Date of Birth: _____

Marital Status Married Partnered Single Widow/Widower No. of Dependents Under 18: _____

Profession: _____

Please list any disabilities that would require accommodations to enable participation:

How did you hear about the Village's volunteer boards and commissions?

OP/FYI VOP-TV Village Website Word of mouth Flyer Other

Employment

Employer Name _____ Telephone Number _____

Address _____ Type of business _____

Community Activity, Professional Organizations, Other Interests

References

Name _____ Telephone Number _____

Name _____ Telephone Number _____

Name _____ Telephone Number _____

Please Return Completed Form to:

Village Clerk
Village of Oak Park
123 Madison Street
Oak Park, IL 60302