



Metro's Equity Strategy Program Advisory Committee Application

Background

In 2010, Metro Council adopted equity as one of the region's six desired outcomes and in 2011 directed Metro leadership and staff to develop a framework that will consistently incorporate equity into Metro policy and decision making. Now in the second phase of this work, Metro is developing an agency-specific equity strategy. The Equity Strategy will define Metro's roles and responsibilities in advancing equity as one of the region's six desired outcomes and will guide implementation of an actionable and measurable Equity Action Plan across the agency. For more information about Metro's Equity Strategy, see www.oregonmetro.gov/equity.

Advisory Committee

Metro is establishing an Advisory Committee to support the development of Metro's agency-specific equity strategy. The Advisory Committee will provide formal recommendations to Metro's Chief Operating Officer. These recommendations, developed in collaboration with Metro staff, will be delivered to Metro Council by the Chief Operating Officer.

The Advisory Committee shall prepare reports on the following:

Step 1 Reports (2013-2014):

- Recommendation on the development of an agency equity definition, used to guide development of equity indicators
- Recommendations on a series of community supported equity indicators to be used in Metro's Equity Baseline
- Equity Baseline report, including documentation on structural nature of equity indicators

Step 2 Reports (2014 – 2015):

- Recommendations on Metro's roles and responsibilities relative to the Equity Baseline, including (1) areas where Metro has a clear role; (2) areas clearly outside of Metro's authority; (3) and recommendations on Metro's potential role for areas where Metro is not currently active

Step 3 Reports (2015):

- Policy recommendations on Metro's Equity Strategy
- Recommendations on Equity Strategy Action Plan including implementation and evaluation processes

The Advisory Committee will be comprised of up to 15 members from a variety of backgrounds and community interests. Metro seeks members who have experience, expertise and diverse perspectives in one or more of the following:

- Have a commitment to equity, social and/or environmental justice, and/or diversity and the ability to work collaboratively with people of diverse perspectives and experiences.
- Community service, community organizing and/or advocacy.
- Policy development, research, education, business, philanthropy, local government and/or public sector.

The Advisory Committee is expected to represent the geographic and demographic diversity of the region.

Time commitment

The Advisory Committee will meet at a minimum of every other month. Members are expected to attend all Advisory Committee meetings and are expected to spend some time outside of meetings to review materials in preparation for Advisory Committee meetings, with email being the main communication medium between meetings. Members may be called on to consult and review materials between Advisory Committee meetings.

After the first year, the Advisory Committee may choose to adjust the frequency of meetings in conjunction with program needs; however the Committee shall meet no fewer than four times per year (quarterly). The committee is authorized to facilitate its work through informal subgroups and report their activities and recommendations to the committee as a whole.

Members are asked to commit to serving on the Advisory Committee through the issuance of the Equity Baseline report (anticipated 18 month process). Members may be reappointed to serve additional terms. The Advisory Committee will be dissolved upon the issuance of a final report by the committee (an estimated three-year timeline).

Application process

Committee members will be selected through a public application and appointed by the Metro Chief Operating Officer. In selecting members for this committee, the Metro Chief Operating Officer will seek a combination of members that bring experience and viewpoints necessary to connect Metro's Equity Strategy work to the region's desired outcomes. For more information on the region's six desired outcomes, see www.oregonmetro.gov/sixoutcomes.

Advisory Committee selection criteria

Selection will be based on applicants' ability to demonstrate a combination of the following experience and skills:

- A commitment to building partnerships among diverse stakeholders and across perspectives, either through professional, community-based or volunteer efforts.
- Experience in one or more of the fields of equity, social and/or environmental justice, diversity and the demonstrated ability to communicate these perspectives across diverse issues.
- An understanding of outcomes-based monitoring and evaluation approaches, including an understanding of the strengths and limitations of current approaches to data collection, monitoring and evaluation.
- Experience in the field of organizational development and an understanding of how to implement systematic processes to effectively achieve organizational change.

The Metro Chief Operating Officer will designate one member to serve as Chair and a second member to serve as Vice Chair of the Advisory Committee. The Chair will oversee meetings of the Advisory

Committee. When the Advisory Committee is not in session, the Chair's duties include acting as its representative and spokesperson. The Vice Chair will support the Chair's responsibilities in the absence of the Chair.

The Advisory Committee Chair will appoint two members to serve on a Joint Sub-committee. The Joint sub-committee will meet every other month (on off months from the full Advisory Committee) with members of Metro's internal Steering Committee. The joint sub-committee is charged with ensuring collaboration and open communication throughout the process.

Metro will provide the facilities and support staff necessary to conduct meetings and support the activities of the Advisory Committee. Advisory Committee members will not be compensated for their services. Metro will pay costs associated with the provision of reasonable accommodations for people when such costs are directly associated with the conduct of the Advisory Committee meetings and reporting activities.

If you have questions or need additional information, please contact Nuin-Tara Key at 503.797.1917 or Nuin-Tara.Key@oregonmetro.gov.

For more information on Metro's Equity Strategy Program visit www.oregonmetro.gov/equity.

To request printed copies of Metro's Equity Strategy Advisory Committee application, please contact Cassie.Salinas@oregonmetro.gov or call 503.813.7586.

Please mail, email or fax this application to:

Cassie Salinas
Metro Regional Center
600 NE Grand Ave. Portland, OR 97232
E-mail: Cassie.Salinas@oregonmetro.gov
Fax: 503.797.1799

Applications due by 5:00 PM on May 9, 2013

Please note that information provided in this document **is public information**, with the exception of the Optional Information section. (Information in the optional section will only be disclosed as required by law.)

Metro makes a commitment to provide reasonable accommodation to any known disability that may interfere with a person's ability to actively participate in this process. *Call 503.797.1917 with such requests, or 503.797.1804 TDD.*

Thank you for your interest.

Metro Equity Strategy Advisory Committee Application

Please return application to:

Metro
c/o Cassie Salinas
600 NE Grand Avenue, Portland, OR 97232

Or e-mail to: Cassie.Salinas@oregonmetro.gov and put "Equity Strategy Advisory Committee" in the subject line.

Or fax to: 503.797.1799

Application due by:
5PM on May 9, 2013

Applicant Information

Name: _____
 First Middle Initial Last

Title (optional): _____

Organization (if not applying as a community member at-large):

Email address: _____

Phone: _____

Mailing address: _____

Metro Equity Strategy Advisory Committee

Application

REQUIRED INFORMATION

Please complete the following questions:

- 1) Please describe your interest in serving on Metro's Equity Strategy Advisory Committee.

- 2) Please describe your personal or professional qualities, skills or experience that would enhance the success of Metro's Equity Strategy Advisory Committee (e.g. public policy, community organizing, public speaking, organizational development).

- 3) What kind of equity work have you done in your community? (Include description, duration of work and outcomes.)

- 4) How do you successfully foster teamwork and develop partnerships? Please provide examples.

Optional Information

Please attach a copy of your most recent resume if there are additional skills or experience that you want to share.

We are interested in learning how you found out about Metro's Equity Strategy Advisory Committee recruitment. Please specify how you heard about this opportunity:

References

Please list two references below that are knowledgeable about skills, experience, and/or perspectives related to serving on the Advisory Committee.

Reference 1

Name: _____

Title/Organization: _____

Relationship: _____

Phone number: _____

Email address: _____

Reference 2

Name: _____

Title/Organization: _____

Relationship: _____

Phone number: _____

Email Address: _____

Please keep my application on file. I would like to be considered for future available positions on this committee.

OPTIONAL INFORMATION

Metro asks that you voluntarily provide the following information. Metro will use this information to help improve public engagement and for statistical purposes, such as tracking the diversity of board, commission, or advisory committee member selections. By providing this information, you will help us ensure that selections 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. Metro will treat this information as confidential to the fullest extent allowed by law.

What is your ZIP Code? _____

Age

- 19 and under
- 20 to 34
- 35 to 49
- 50 to 64
- 65+

Race/Ethnicity (Check all that apply)

Please share your origin, ethnicity, ancestry or Tribal affiliations in whatever way you wish.

What is your race or origin? Mark as many boxes as appropriate.

Asian

- Chinese
- Filipino
- Japanese
- Korean
- Vietnamese
- Other Asian (*Please print your origin or country*)_____

Latino/Hispanic

- Mexican
- Central American
- South American
- Caribbean
- European

African (*Please print your origin or country*)_____

Black/African American

Middle Eastern/North African (*Please print your origin or country*)_____

American Indian/Alaskan Native

Metro Equity Strategy Advisory Committee

Native Hawaiian/Pacific Islander

- Native Hawaiian
- Guamanian or Chamorro
- Other Pacific Islander (*Please print your origin or country*)_____

Slavic (*Please print your origin or country*)_____

White

Other (*Please print your origin or country*)_____

Gender

Female

Male

Other

Disability

Yes

No

If yes, please specify:_____

Languages spoken: _____