Volunteer Opportunity: **ECC (Edmonton City Centre) Community Network – Aboriginal Council**

Are you an energetic and outgoing person with a desire to work with community organizations, government, ECC tenants and the public to help engage with the Aboriginal community?

Apply today to join the ECC Community Network – Aboriginal Council.

**Our Culture:**

At the heart of Oxford is the knowledge that we lead the real estate industry by providing world class customer experiences. We believe in inclusiveness, respect and friendship, and we are empathetic   
and responsive to our community needs. In order to embrace a more active role in the community, Edmonton City Centre is formulating a Community Network - Aboriginal Council to work directly with Oxford Properties in a consultative role in building and maintaining positive community relations.

**In partnership with the Aboriginal Council…**

*Our vision*…. is to strengthen the bonds of our organization by taking a more active and broader role in the Aboriginal community.

*Our mission*… is to improve relationships through common strategies to enrich our relationships within the Aboriginal community and to build trust, honour and respect so we may continue on   
a journey of healing and reconciliation.

*We aim to*… promote, establish and maintain communications and information sharing between Aboriginal people and our organization, plus research and identify opportunities that impact our urban Aboriginal centre.

**Requirements of the voluntary members of ECC Community Network - Aboriginal Council:**

* Must be at least 18 years of age.
* Must have a desire to learn about and get involved in the Aboriginal community life.
* Willingness to commit to a 2 year term as a volunteer.
* Previous community volunteer experience is preferred.
* Relevant experience working with the Aboriginal community is preferred.

**To submit interest in this volunteer opportunity:**

Please complete the ***interest declaration form*** at the end of this package and deliver it to   
Oxford Properties by no later than **December 15, 2015**.

|  |  |  |  |
| --- | --- | --- | --- |
| **ECC Community Network – Aboriginal Council** | | | **Terms of Reference (ToR)** *Updated October 2015* |
| **Purpose** The ECC Community Network – Aboriginal Chapter exists to:   * Strengthen the bonds between Oxford Properties and the Aboriginal community. * Assist ECC in determining opportunities for a more active and broader role in the Aboriginal community. * Establish and maintain communications and information sharing between First Nations people and ECC.   **Desired Outcomes**   * Build trust, honour and respect between the team at Oxford Properties and the Aboriginal community. * Support and participate in Aboriginal events. * Promote transparency, strong communications and information sharing between First Nations people and those who work and visit at ECC. | **Logistics** | | |
| Frequency | 4 times per year | |
| Timing | November, February, May, September | |
| Duration | 2 hours | |
| Location | Edmonton City Centre Oxford office | |
| **Attendees, roles and responsibilities  *Network Sponsor – Oxford Properties*** Organize and chair meetings, summarize action items, and socialize recommendations with Oxford ECC leadership team.   * Greg Burns   ***Appointed Members (6)*** Input in Council formation. Actively participate in meeting and discussions, providing insight and recommendations, and promote ECC initiatives within the Aboriginal community.  ***Voluntary Members (2-4)*** Actively participate in meeting and discussions, providing insight and recommendations, and promote ECC initiatives within the Aboriginal community.   * *Call for members is currently underway*     ***Guests***  By member invitation on the basis of adding value to current areas of focus. | | |
| **Standing Agenda**   1. Welcome and opening remarks 2. Updates from each member relating to significant activities since last meeting 3. Review of upcoming opportunities for engagement with the Aboriginal community 4. Communication planning 5. *Other agenda items will be added based on input from Council members* |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **ECC Community Network – Aboriginal Council**  **Interest Declaration Form (2015 – 2017 Term)** | | | | | |
| Please complete all fields below and submit you completed form to **Oxford Properties Group** by one of the methods below: | | | | | |
| **Email to** [gburns@oxfordproperties.com](mailto:gburns@oxfordproperties.com) Subject: ECC Community Network | **Fax to** (780) 441-4700 Attention: Greg Burns | | | **Drop off or post to**  1700 Oxford Tower  10025-102A Avenue Edmonton, AB T5J 2Z2 | |
| Note: Information contained in this form will only be used for *ECC Community Network* purposes. | | | | | |
| Name: |  | | | | |
| Contact Information: | Phone | | Email | | |
| How did you learn about this volunteer opportunity? |  | | | | |
| How long have you been an Edmonton resident? |  | | | | |
| What inspired you to want to serve as a member of the ECC Community Network - Aboriginal Council? |  | | | | |
| Briefly summarize your cultural or community experience that you believe will benefit the Aboriginal Council? |  | | | | |
| Please list your 3 most recent community-related experiences  (date and activity). | 1.  2. 3. | | | | |
| Name one key issues facing patrons in Edmonton City Centre and what do you see as possible solutions. |  | | | | |
| Is there any other information you would like to add for the selection committee’s consideration? |  | | | | |
| I declare that all statements above are true, correct and complete. I understand that false information given or any relevant information withheld may result in elimination of interest and/or dismissal from council membership. | | | | | |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Print Name | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_  Signature | | | \_\_\_\_\_\_\_\_\_\_\_\_\_ Date |
| **Thank you** for your interest. You will receive a response by no later than November 30, 2015. | | | | | |