



**Ska-Nah-Doht Village and Museum**  
Owned and operated by  
**Lower Thames Valley Conservation Authority**



### **Ska-Nah-Doht Village and Museum Advisory Committee Information Package**

Thank you for your interest in serving as a member of the Ska-Nah-Doht Village and Museum Advisory Committee.

The Advisory Committee exercises control over the short- and long-term direction of the village and museum through its Strategic Plan, including Mission, Vision and Strategic Goals; and through its Operational Policies. Serving on the committee is a rewarding experience and an opportunity to learn and be part of a team dedicated to the preservation of Cultural Heritage in Ontario. The information provided below will help you understand the skills and time/resource commitment of a committee member.

#### **Ska-Nah-Doht Advisory Committee Members Job Description**

1. The Ska-Nah-Doht Advisory Committee provides advice and is accountable to the Board of Directors of the Lower Thames Valley Conservation Authority.
2. A term of office is 3 years. Members may serve 2 consecutive terms (6 years). An additional term of 3 years may be held as a member of the committee following a hiatus of 1 year.
3. Attend committee meetings: the committee meets 4 times per year with meetings up to 2 hours in length. This includes an Annual General Meeting in June of each year. Subcommittees meet as needed throughout the year.
4. Make a serious commitment to participate actively in committee work.
5. Participate in fundraising for the organization.
6. Actively promote the values and standards of the Museum in adherence to Municipal, Provincial and Federal laws and policies.
7. Serve without remuneration.

### **Candidate Application Form**

Please complete the following application form and submit it to one of address below for consideration:

alison.klages@ltvca.ca

Ska-Nah-Doht Village and Museum  
C/O Curator  
8449 Irish Drive, RR 1  
Mount Brydges, Ontario  
N0L 1W0

Upon receipt of your application you will be contacted for an informal interview to discussion of your interests. Your application will be retained for consideration when an opening arises.

### **Candidate Information** (pleases print)

Name	
Address	
Telephone Number	
E-Mail Address	
Employment Status	

Please describe your relevant community experience/ education and/or employment history which may be of asset to the Board? (Please feel free to attach additional information or a resume.)

Have you served, or are you currently serving on any other Boards/Committees? If yes, please name them?

Why are you interested in serving on the Ska-Nah-Doht Village and Museum Advisory Committee?

Please indicate your skills, experience, and volunteer interests. (Check all that apply)

- ☐ Finance, accounting
- ☐ Education, instruction
- ☐ Personnel, human resources
- ☐ Special events
- ☐ Administration, management
- ☐ Grant writing
- ☐ Non-profit experience
- ☐ Fundraising
- ☐ Community service
- ☐ Policy development
- ☐ Public relations, communication
- ☐ Leadership, facilitation
- ☐ Other \_\_\_\_\_

Additional Information:

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Date

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Signature of Applicant