

City of Hillsboro



General Description

The Hillsboro Arts and Culture Council (HACC) is a citizen advisory committee appointed by the Mayor and confirmed by City Council. The HACC, under the general direction of the City Council, oversees policies and programs pertaining to arts and culture for the City of Hillsboro. The HACC is housed in the Parks and Recreation Department and is administered by the City of Hillsboro's Cultural Arts Program Manager and/or designated staff.

The HACC's mission is as follows: *The Hillsboro Arts and Culture Council will promote and support the growth of arts and culture as assets for a vital, prosperous and livable community.*

The core values of the HACC are as follows:

- To encourage and celebrate a diverse range of arts and cultural expressions in keeping with Hillsboro's unique identity and sense of place.
- To build capacity and collaborations among artists and arts and cultural organizations and with other community interests.
- To expand awareness and opportunities for cultural participation.
- To promote life-long cultural learning through the arts and culture.
- To further integrate the arts and culture into Hillsboro's civic priorities.

For additional information about the HACC please refer to the *Hillsboro Arts and Cultural Council Strategic and Community Plan* and *Hillsboro 2020 Vision and Action Plan*. Both documents may be downloaded from the HACC website.

HACC Composition

The HACC is comprised of eleven to seventeen citizens representing the arts, culture, heritage, business, education, social services, and government. It includes members who have been or are associated with specific Hillsboro arts and culture groups. Members are not appointed to represent specific constituencies but to act, at all times, on behalf of the Hillsboro community.

The HACC has a Chairperson and Vice-Chairperson who oversee meetings and other related functions. The HACC also has representation on the following committees/commissions:

- HACC subcommittees
- Hillsboro 2020 Vision Implementation Committee (VIC)
- Parks & Recreation Commission
- Other committees as needed

Terms

The term of office for a HACC member is up to three years. Members may serve up to two consecutive terms. After a one-term absence, a member is eligible for reappointment. Members will serve staggered terms to provide continuity to HACC.

Appointments

The following procedures apply to the appointment of HACC members:

- Open recruitment using application process;
- Mayor reviews applicants and makes recommendation to City Council;
- City Council confirms Mayor appointments; and
- Nominees are notified of their appointments by City staff.

Note: The existing approval process will be used to fill vacancies.

Qualifications for HACC Membership

All qualified persons are considered for appointment to the HACC without regard to race, color, religion, sex, sexual orientation, national origin, age, marital status, mental or physical disability.

- Interest in furthering the mission and goals of the HACC.
- Willingness and ability to give the time necessary to become an effective HACC member.
- Experience and knowledge relating to the arts in one or more of the following areas: business management, finance, program development, education, public relations/marketing, community and fundraising.
- Willingness to raise funds and provide resource development for established goals and programs related to the HACC.
- Familiarity with issues, concerns, and trends in the arts field.

HACC Obligations

- Serve up to a three-year term.
- Attend all HACC meetings.
- Arrive on time and stay for the entire monthly meeting.
- Serve on sub-committees, external committees and commissions as needed. Participate in HACC functions.
- Participate in yearly planning sessions.
- Remain active and engaged for the duration of term.
- Aid the fundraising efforts of the HACC.
- Communicate effectively with other members and staff.



**APPLICATION
FOR APPOINTMENT TO
CITY BOARD/COMMISSION**

(Please type or print answers to the following questions and submit to City Recorder as indicated at end of form. Attach additional sheets if necessary.)

Name _____ Position desired _____

Address _____

Occupation _____ Phone: Home _____

Work _____

Fax _____

Email _____

1. Education Back-ground

What schools have you attended? _____

What degrees do you hold? _____

What additional training or education have you had that would apply to this position?

2. Related Experience

What prior work experience have you had that would help you if you were appointed to this position?

Do you feel it would be advantageous for you to have further training in this field, such as attending conferences or seminars? Why? _____

3. Interests

Why are you applying for this position? _____

What would you hope to accomplish if you were appointed? _____

4. Availability

Please list any family responsibilities or other obligations that would prevent you from attending all regular meetings. _____

Are you available to attend special meetings, in addition to the regularly scheduled meetings? Do you prefer day or evening meetings? _____

5. Additional Information (Please use the space below to summarize any additional qualifications you have for this position.)

Date

Signature

Please submit the completed form to:
City Recorder, 150 East Main St, Admin Department, Hillsboro, OR, 97123