



Community Engagement Committee Application Form

Job Description

Eligibility – A Community Engagement Committee (CEC) member must be a resident the municipality they represent. Each Municipality has two representatives with Edmonton having six.: Parkland County, Town of Devon, Leduc County, City of Edmonton, Strathcona County, City of Fort Saskatchewan, Sturgeon County.

Roles & Responsibilities – The main role of CEC is to promote the RVA to shareholder municipalities through volunteering at events, share RVA content and posts promoting RVA events/activities through personal social media accounts, attending monthly meetings, and identify possible opportunities for RVA promotion in your municipality.

General Duties – Tell the story of the RVA to a variety of audiences; assist in the recruitment of RVA Ambassadors and other volunteers; participate in monthly meetings (members may be asked to fulfill duties of meeting lead, host meetings, and act as notetaker on a rotating basis); participate in event- or project-based task groups as needed according to skill and availability of committee members; volunteer at events and partner engagement sessions; contribute content and pictures for social media; inform committee about community events happening in their municipality and provide committee with information and contacts so these events can be promoted and attended; take on assignments as directed by the Board, which may include research or special projects

Application Form

I have read the role description and understand my responsibilities as a Community Engagement Committee member of the River Valley Alliance. I hereby submit my name for consideration as a Community Engagement Committee member.

Name: _____ Municipality: _____

Email address: _____ Telephone: _____

Please attach a Resume and brief Letter of Intent outlining your interest and value you can bring to the RVA Community Engagement Committee.

Email to: Brent Collingwood, Executive Director at contact@rivervalley.ab.ca

Mail to: River Valley Alliance, 9825 – 103 street Edmonton AB T5K 2M3