

**CITY OF DUBUQUE, IOWA  
BOARD/COMMISSION APPLICATION**

Individuals serving on Boards and Commissions play an important role in advising the City Council on matters of interest to our community and its future.

The City Clerk's Office, City Hall, 50 West 13<sup>th</sup> Street, Dubuque, IA. accepts applications for any Board and/or Commission at any time. Applications stay active for one year from the date of receipt in the Clerk's Office. Applications to multiple vacancies and reappointment requests require separate applications.

DATE: \_\_\_\_\_

NAME: \_\_\_\_\_

BOARD/COMMISSION APPLYING FOR: \_\_\_\_\_

How did you hear about City of Dubuque Boards and Commissions?

- City of Dubuque Website
- City Life or another City of Dubuque Program
- City of Dubuque social media
- Through a friend
- Other: Please specify: \_\_\_\_\_

GENDER (choose all that apply):

- Man
- Woman
- Trans or transgender (please specify): \_\_\_\_\_
- Another identity (please specify): \_\_\_\_\_

Note: Some City Boards/Commissions are subject to the gender balance requirement in Iowa Code Section 69.16A

(PLEASE NOTE: you must live within the City of Dubuque to be eligible for a city board or commission)

STREET ADDRESS: \_\_\_\_\_

CITY, STATE and ZIP: \_\_\_\_\_

PREFERRED PHONE NUMBER: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

E-MAIL ADDRESS(ES): \_\_\_\_\_  
\_\_\_\_\_

JOB TITLE: \_\_\_\_\_

PLACE OF EMPLOYMENT: \_\_\_\_\_

**You may attach additional pages if necessary.**

PLEASE LIST YOUR EXPERIENCES, SKILLS, AND/OR EDUCATION THAT HAVE PREPARED YOU FOR SERVICE ON THIS BOARD/COMMISSION:

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WHAT CONTRIBUTIONS CAN YOU MAKE OR STATE REASON FOR APPLYING:

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DESCRIBE YOUR EXPERIENCE WORKING IN DIVERSE ENVIRONMENTS:

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DESCRIBE YOUR EXPERIENCE ENGAGING OTHER COMMUNITY MEMBERS TO GATHER THEIR INPUT AND OPINIONS:

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Are you currently serving on a City Board or Commission: YES \_\_\_\_\_ NO \_\_\_\_\_?

If yes, which? \_\_\_\_\_

Have you served on a City Board or Commission before: YES \_\_\_\_\_ NO \_\_\_\_\_?

If yes, which? \_\_\_\_\_

Have you participated in the City of Dubuque City Life Program: YES \_\_\_\_\_ NO \_\_\_\_\_?

If so, when? \_\_\_\_\_

Have you participated in an intercultural competency program offered through the City of Dubuque or other organizations: YES \_\_\_\_\_ NO \_\_\_\_\_?

If yes to the above question, please list the organization that offered the program and date of completion:

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LIST TWO REFERENCES:

NAME: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_

NAME: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_

This application is a public document and as such can be reproduced and distributed for the public.

Each application for reappointment to a City Board or Commission will be considered without regard to incumbency. Misrepresentations on this application will constitute just cause for removal of an appointee.

Specific attention should be directed to possible conflict of interest. For further clarification, if a situation arises, contact the City Clerk's Office or the City Attorney's Office.

SIGNATURE: \_\_\_\_\_

# Demographic Information

## OPTIONAL



The Dubuque City Council values diversity on its boards and commissions. Your responses on this page provide valuable information to the Council to examine whether its boards and commissions are representative of the community it serves and help the City Clerk's Office in examining whether we are reaching a diverse audience with our vacancy notifications for the boards and commissions. Providing the following information is optional, and the information will not be attached to your name or used for individual selection purposes. You may choose to provide as much or as little information as you like.

Completing the following information is optional. It is considered confidential and will not be associated with individual applicant information nor used in the selection process. This information is used to assist staff in fulfilling City Council goals related equity and diversity.

1. Gender (choose all that apply):

- Man
- Woman
- Trans or transgender (please specify): \_\_\_\_\_
- Another identity (please specify): \_\_\_\_\_

2. Age category:     18-21     22-30     31-40     41-50     51-60     61 & over

3. Please specify your race and/or ethnicity (please check all that apply):

- American Indian/Alaskan native
- Asian
- Black/African American
- Hispanic/Latino
- Native Hawaiian/Other Pacific Islander
- White
- Multi-racial \_\_\_\_\_ (fill in the blank)
- \_\_\_\_\_ (fill in the blank)

4. Do you identify as a person with a disability?     Yes     No

If you would like to provide information regarding the type of disability you have, please share below:

\_\_\_\_\_ (fill in the blank)

5. Formal education completed:

- Did not complete high school
- High school graduate
- College graduate
- M.A. degree or equivalent level graduate degree
- M.D., Ph.D. degree or equivalent level graduate degree
- \_\_\_\_\_ (fill in the blank)

6. Language(s) you speak in addition to English: \_\_\_\_\_

7. How many years have you lived in Dubuque? \_\_\_\_\_ Years

8. How many generations of your family has lived in the United States?

- First generation American
- Second generation American
- Third generation American
- Fourth Generation American or more**

9. Household Income:

- Less than \$10,000
- \$10,000 to \$49,999
- \$50,000 to \$149,999
- \$150,000 or more

10. Please rate your comfort level with using technology (phones, tablets, computers)

- Very comfortable
- Somewhat comfortable
- Somewhat uncomfortable
- Very uncomfortable

11. Please describe any potential challenges you may have participating on a board or commission. Examples could include transportation issues, lack of childcare access, work schedule, etc. \*Note: this question is to help anticipate potential concerns for our boards and commissioners.

\_\_\_\_\_ (fill in the blank)

*Federal law prohibits discrimination on the basis of race, color, religion, disability, sex, or national origin, as well as discrimination on the basis of age against persons over the age of 40. Some state and city legislation prohibits discrimination on the basis of age, marital status, sexual orientation, gender identity, race, color, religion, sex, national origin, or any other basis prohibited by law.*

## **INTRODUCING YOURSELF TO THE CITY COUNCIL:**

Boards and Commissions applications go through a two-step process:

1. Application Review: The City Council reviews all Boards and Commissions applications that are submitted for current vacancies
2. Appointment: The City Council appoints applicants to Boards and Commission vacancies

Once there is a vacancy for the board or commission you are applying for, then your application will be reviewed by the City Council at a regular City Council meeting. You are encouraged to attend the meeting to briefly introduce yourself to the City Council and be available for any questions regarding your application. The City Clerk's Office will inform you of the meeting date via email. During the Boards and Commissions section on the agenda, the Mayor will ask if there is anyone present to speak to the application to the board or commission you applied for. At that time, you will step to the podium, state your name and address and then tell the City Council a little bit about yourself and why you would like to serve on the board or commission. Please keep your comments to less than 5 minutes. City Council meetings begin at 6:30 p.m. in the second-floor Council Chambers of the Historic Federal Building, 350 W. 6<sup>th</sup> Street.

If you are not able to attend the meeting to introduce yourself, please consider sending the City Council an email to introduce yourself and state your reasons for applying. You can contact the City Council directly at [www.cityofdubuque.org/councilcontacts](http://www.cityofdubuque.org/councilcontacts) Fill in the required sections and select "City Council" as the department. Your message will be received by each of the council members.

At the following City Council meeting, the City Council will appoint applicants to the vacant term(s). The City Clerk's Office will notify you whether you are appointed to the board or commission for which you applied.

Please contact the City Clerk's Office, City Hall, 50 W. 13<sup>th</sup> St., Dubuque, IA 52001; 563-589-4120; [cityclerk@cityofdubuque.org](mailto:cityclerk@cityofdubuque.org) if you have questions.

Thank you for your interest in the City of Dubuque Boards and Commissions.