



St. Vincent de Paul Society of Lane County, Inc.

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Housing Advisory Committee - Position Description

Last Updated: **January 17, 2023**

The Housing Advisory Committee is a voluntary group, acting (in limited capacity) as an extension of the Board of Directors for St. Vincent de Paul (SVDP) of Lane County, Inc. Together with other committee members, the committee provides review and oversight for management of existing housing stock and review and recommendations regarding new Housing projects.

Resolutions/actions recommended by the Committee are communicated to the Board of Directors. (The Board of Directors are responsible for all official decisions/actions.)

Time Commitment:

- Term of office: minimum of two-year commitment; no maximum term.
- Attend monthly Committee meetings to learn about SVDP initiatives and share your unique insights with staff; typically held on the first Thursday of each month between 12pm-1pm.
- Prepare for committee meetings by reading/reviewing any related documentation, when provided. (Example: minutes of last meeting, project proposals, etc.)
- Perform on-site observations of SVDP properties and report to Property Management staff, when possible (30 mins to 1 hour a month).

Optional activities:

- Attending community involvement meetings, when possible.
- Attending Groundbreaking and Grand Opening celebrations of new housing projects, when possible.
- Other volunteer opportunities (special events) are available throughout the year.

Additional information:

- Possibility of leadership experience by serving as Chair for the Committee.
- No prior housing experience required. We need your time, insight, and expertise!

This is a great opportunity to learn about the extents of SVDP work and to participate in your local community by providing your valuable input!

To apply:

1. Complete and submit general application for review by current Committee members. <https://www.svdp.us/get-involved/volunteer/>
2. When invited, attend a committee meeting for introductions and questions/answers.
3. The committee will meet separately to discuss your potential membership.

For more information, please contact: Askme@svdp.us