



City of Newcastle
Community Activities Commission Vacancy
Application Deadline August 22, 2022

The Newcastle City Council is seeking applications for membership on the Community Activities Commission. The Commission is made up of city residents who volunteer their time and expertise to facilitate community events and programs and provide advice to the council on parks, recreational facilities, and community service programs. Commissioners work with city staff on projects approved by the City Council as part of an annual work program.

The Commission is an advisory board of the City Council comprised of seven members serving four-year terms. The current opening is for the remainder of an unexpired term ending July 31, 2023. Members are appointed by the Mayor following a selection process and confirmation by the City Council. The Commission meets on the second Wednesday of each month at 7 p.m. in the Council Chambers located at 12835 Newcastle Way, Suite 200, Newcastle, WA 98056.

Requirements

Applicants must be 18 years of age and must reside within the city.

Application and Deadline

Interested persons should submit an application, letter of interest, and resume to the City Clerk's office by **5 p.m., Monday, August 22, 2022**. An application is available on the City's website at www.newcastlewa.gov or may be obtained by calling 425-386-4102 or emailing cityclerk@newcastlewa.gov. Application materials may be submitted by email or mailed to Newcastle City Hall, 12835 Newcastle Way, Suite 200, Newcastle WA 98056. Mailed applications must be received by August 22, 2022, to be considered for this appointment. Any questions concerning eligibility, application process, or the role of commissioners may be directed to the City Clerk at the email or phone number above.

**CITY OF NEWCASTLE
COMMUNITY ACTIVITIES COMMISSION
APPLICATION**



The Community Activities Commission serves as an advisory board to the City Council. Commissioners volunteer their time and expertise to facilitate community events and programs, and they provide advice on parks, recreational facilities, and community service programs. The commission takes direction from the City Council and works closely with city staff and community groups. Commissioners serve four-year terms. The city is currently looking for someone to complete an unexpired term that ends July 31, 2023. Applicants must be 18 years of age and live in Newcastle. If you have an interest in parks, recreation, and community service programs and are interested in participating in community events such as Concerts in the Park and Newcastle Days as part of this commission, please complete this application and mail or email it with a cover letter and resume **on or before 5 p.m., August 22, 2022**, to:

**City of Newcastle
Paul J. White, City Clerk
12835 Newcastle Way, Suite 200
Newcastle, WA 98056
*cityclerk@newcastlewa.gov***

NAME _____

ADDRESS _____, Newcastle, WA _____

PHONE _____

EMAIL _____

EDUCATIONAL BACKGROUND

EMPLOYER _____

OCCUPATION _____

OCCUPATIONAL BACKGROUND

COMMUNITY ACTIVITIES AND ROLES

SPECIFIC KNOWLEDGE OR SKILLS

Date: _____

Signature: _____

ADDITIONAL INFORMATION

Is there anything else you feel would like to add in support of appointment to the Community Activities Commission?

Thank you for your interest in serving the City of Newcastle