



## Volunteer Opportunity Description

### **CITIZEN ADVISOR – TRANSPORTATION SOLUTIONS & OPERATIONS COMMITTEE**

*The Transportation Solutions & Operations Committee is responsible for providing overall direction for sustainable infrastructure management at the City of Port Coquitlam through guiding strategies, objectives, policies, budgets, administrative structures and processes with respect to transportation, sanitary sewers, drainage systems, water supply, flood protection dikes, solid waste collection, and land development/subdivision approvals.*

#### **Description:**

Citizen advisors on the Transportation Solutions & Operations Committee participate as non-voting members to provide local knowledge, advice, relevant background, expertise and perspective on issues within the Committee's mandate.

#### **Skills, experience, qualifications required:**

- Education and/or experience in services related to infrastructure management, transportation and/or land development would be an asset.
- Fluent in spoken English.

#### **Traits, qualities and skills desired:**

- A commitment to the effective and sustainable management of Port Coquitlam's infrastructure assets.
- Ability to objectively participate in all aspects of the Committee's business as presented at the meetings.
- Ability to take into account the interests of all when helping to formulate Committee decisions.
- Be well informed on the values held in the community and keep the Committee informed on current views within the community relevant to Committee business.
- Be willing to participate cooperatively in carrying out Committee business.

#### **Time commitment:**

- Must attend committee meetings held twice a month weekdays in the late afternoon or early evening (typically of 1 to 2 hours in duration).

#### **Volunteer Services**

#1100 – 2253 Leigh Square  
Port Coquitlam, BC, V3C 3B8

Email: [volunteer@portcoquitlam.ca](mailto:volunteer@portcoquitlam.ca) Phone: 604-927-7906

[www.portcoquitlam.ca/volunteer](http://www.portcoquitlam.ca/volunteer)



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### **Working conditions:**

- Meetings are held at Port Coquitlam City Hall. Site visits or tours may be scheduled for specific projects.
- The Committee operates in accordance with a set Terms of Reference and the City's Committee Meeting Guidelines
- As non-voting members, Citizen Advisors do not attend closed meetings under Section 90 of the Community *Charter*.

### **Benefits:**

Opportunity to:

- participate in and influence matters related to sustainable infrastructure management and transportation solutions.
- learn more City operations and services.
- gain valuable experience.

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