

**Travis County
Commissioners Court**



APPLICATION PACKET

for

**Appointment to the
City of Austin
Animal Advisory
Commission**

September 13, 2016

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TO: Potential Applicants

FROM: Travis County Commissioners Court

**SUBJECT: Animal Advisory Commission Application Process,
Timeline and Application**

Attached is the City of Austin Animal Advisory Commission (AAC) Application Packet. Included in the packet are:

1. a description of the history and mission of the AAC;
2. a summary of the qualifications the County is seeking in its appointees; and
3. an application form.

**The deadline for receipt of completed applications is
5:00 p.m. on Friday, October 14, 2016.**

Applications may be submitted to:

Travis County Commissioners Court
Attn: Intergovernmental Relations Office
700 Lavaca, Suite 360
Austin, Texas 78701

Applications may also be submitted electronically in PDF format to:

IGR@traviscountytexas.gov

Electronic copies of this packet can be requested by calling Julie Wheeler at (512) 854-4774 or emailing Julie.Wheeler@traviscountytexas.gov. Also, paper copies of the application packet can be picked up at the IGR Office address noted above.

Call for Applications to the City Of Austin Animal Advisory Commission (AAC)

The Travis County Commissioners Court is seeking applications from qualified individuals to serve on the City of Austin Animal Advisory Commission (AAC). The AAC is comprised of 13 members appointed to four-year terms; 11 are selected by the City of Austin and two selected by the Travis County Commissioners Court.

The City of Austin Animal Advisory Commission is one of the primary conduits for influencing the policies and procedures governing the delivery of animal services. The City and County collaboratively provide animal welfare services throughout Travis County. The AAC advises the Austin City Council and the Travis County Commissioners Court on compliance with Texas Health and Safety Code Chapter 823 Animal Shelters), animal welfare policies and on budget priorities identified by the Commission and the community. Additionally the AAC promotes collaboration between interested parties relating to animal welfare in the county by identifying proactive, creative approaches to engage and facilitate communication within the animal welfare community.

The Commissioners Court is looking for candidates that will include the voice of residents of other cities and villages in the County, with the goal of establishing new relationships to create a better understanding of the different animal issues faced throughout Travis County.

The AAC meets on the second Monday of every month from at 6:00 p.m.

QUALIFICATIONS:

- Interest in the effective implementation of services and supports for the care of domestic animals and wildlife in Travis County, including its unincorporated areas
- Candidates familiar with animal welfare issues faced in municipalities and villages outside the City of Austin, but within Travis County
- Demonstrated experience in community engagement and collaborative problem solving
- Past successful service on a public or private sector board or commission is a plus
- Experience navigating diverse opinions and interests toward big picture solutions
- Experience in budgeting, marketing, grant development, community engagement, public relations, and/or social services

TRAVIS COUNTY

CITY OF AUSTIN ANIMAL ADVISORY COMMISSION

APPOINTMENT APPLICATION

(Applications must be submitted in this format. Please do not retype or reformat.)

Name:		
Spouse's Name:		
Home Telephone #	Work Telephone #	Fax #
Email Address		Cellular # (Optional)
Present Job title & job description: 		
Profession:		
Home Address <small>(STREET/P.O. BOX, CITY, STATE, ZIP)</small>		Employer and Employer's Address
County:		

EDUCATION/TRAINING:

High School or equivalent (G.E.D.)	
Undergraduate School:	Year Graduated:
Graduate School:	Year Graduated:
Licenses/Certifications:	Year Graduated:

Name:

EMPLOYMENT AND CAREER HISTORY:

CURRENT PROFESSIONAL MEMBERSHIPS:

PUBLIC SERVICE (include participation in local, state, and federal governmental processes):

Name:

CIVIC PARTICIPATION AND COMMUNITY LEADERSHIP ROLES:

SKILLS AND EXPERIENCE:

<input type="checkbox"/> Advertising	<input type="checkbox"/> Finance/ Budget	<input type="checkbox"/> Marketing
<input type="checkbox"/> Administration Management	<input type="checkbox"/> Fund Raising	<input type="checkbox"/> Operations
<input type="checkbox"/> Animal Welfare	<input type="checkbox"/> Government	<input type="checkbox"/> Public Relations
<input type="checkbox"/> Consulting	<input type="checkbox"/> Health Care	<input type="checkbox"/> Public Speaking
<input type="checkbox"/> Education	<input type="checkbox"/> Human Resources	<input type="checkbox"/> Sales
<input type="checkbox"/> Event Planning	<input type="checkbox"/> Legal	<input type="checkbox"/> Writing/ Communication
<input type="checkbox"/> Other: _____		

NOTE: PLEASE ATTACH A RESUME.

**TRAVIS COUNTY
CITY OF AUSTIN ANIMAL ADVISORY COMMISSION
APPOINTMENT APPLICATION**

Name:					
Date of Birth	Driver's License # or DPS I.D. #	Are you a U.S. Citizen <input type="checkbox"/> Yes <input type="checkbox"/> No			
Ethnicity: (Optional)	<input type="checkbox"/> White	<input type="checkbox"/> African-American	<input type="checkbox"/> Hispanic	<input type="checkbox"/> Asian	Other: _____

How did you learn about this vacancy?

<input type="checkbox"/> County website	<input type="checkbox"/> Facebook/Twitter/Other Social Media	<input type="checkbox"/> Professional/Civic Organization
<input type="checkbox"/> Friend/Associate	<input type="checkbox"/> News Story	<input type="checkbox"/> Email from IGR
Other:		

CERTIFICATION OF APPLICANT

I hereby certify that the foregoing and any attached statements are true, accurate and complete. I agree that any misstatement, misrepresentation, or omission of a fact may result in my disqualification for appointment. I assign and hereby give Travis County full authority to conduct background investigations pertinent to this application.

I agree to file the attached non-conflict of interest affidavit prior to being considered for an appointment by Travis County. I further agree to file an amendment in the event my status should change during my tenure on a county board.

Printed Name

Applicant's Signature

Date

Return completed application and attachments via mail to:
Travis County Commissioners Court
Attention: Intergovernmental Relations Office
700 Lavaca Street, Suite 360
Austin, Texas 78701

Or via email to IGR@traviscountytexas.gov.

