



PORT HOPE PUBLIC LIBRARY

31 Queen Street • Port Hope • Ontario • L1A 2Y8
T 905.885.4712 www.porthopepubliclibrary.ca

The Municipality of Port Hope is looking for a community minded individual to fill a vacancy on the Port Hope Public Library Board.

The Board's role and responsibilities

To Plan

The Board creates a strategic plan of service that guides the operations of the library and assists in planning services and programs prepared by library staff.

The Board measures the results of the plan and reports on those results.

Examples: Participates in planning workshops and evaluates strategic plans on a regular basis.

To Govern

The Board ensures that the library is managed but does not manage the library.

The Board demonstrates accountability to the funding Council.

The Board hires and evaluates a library manager.

Examples: Prepares annual budgets for Municipal Council approval and participates in regular presentations to local and provincially elected officials

To Advocate

The Board acts as a bridge between the community and the library.

The Board promotes the library to the community and encourages everyone to use its collections, programs and services.

Examples: Attends and promotes library functions. Participates in campaigns to advance the library's profile in the community.

Qualifications (Public Libraries Act)

- Must be at least eighteen years of age
- Resident of the municipality for which the board is established
- Not an employee of the Port Hope Public Library Board or the Municipality of Port Hope

Applications:

Mary J. Benson Branch of Port Hope Public Library

Port Hope Public Library website www.porthopepubliclibrary.ca

Municipality of Port Hope www.porthope.ca/boards-and-committees

For more information contact Margaret Scott CEO



**Municipality of Port Hope
LOCAL BOARD / COMMITTEE APPLICATION FORM**

Port Hope Resident or Rate Payer? YES NO

Name:	Date:
Address:	Phone No.:
Postal Code:	Cellular No.
	Email:

NAME OF COMMITTEE APPLIED FOR:

Reason for applying:

Past Experience / Relevant Qualifications:

References:

Telephone Contact Number

- 1.
- 2.
- 3.

Print Name

Signature

Date:

To be returned to the attention of the Clerk with attached resume:

Mailing address: 56 Queen Street, Port Hope, ON L1A 3Z9

Email: clerk@porthope.ca

Fax #905.885.7698

Pursuant to the Municipal Freedom of Information and Protection of Privacy Act, the personal information contained in this form will be used solely to assess your qualifications for appointment to one of the Municipality of Port Hope Advisory Boards or Committees.