



Chicago Area Interpreter Service (CAIRS)

Entrusted to Serve the Deaf and Hard of Hearing Community Since 1990

150 N. Wacker Drive, Suite 131, Chicago, Illinois 60606-1606

Member Application Packet CAIRS COMMUNITY ADVISORY COMMITTEE

PURPOSE

The purpose of the Chicago Area Interpreter Referral Service (CAIRS) *Community Advisory Committee* is to ensure that a productive, responsive and high-quality relationship exists between CAIRS and its three partner groups: the Deaf and Hard of Hearing community, the professional interpreter community, and the client community. The *CAIRS Community Advisory Committee* provides important guidance for organizational strategic planning, programs development and operations, which assists CAIRS in identifying and addressing community-based needs, as well as, adopting best practices, promoting innovation, enhancing charitable giving and fostering community collaboration.

The *CAIRS Community Advisory Committee* will function under the guidance of CAIRS executive management and Board of Directors. Upon request, the *CAIRS Community Advisory Committee* will review plans and proposals for improvement potential, in addition to, exploring opportunities for the development of organizational initiatives which ultimately benefit the Deaf and Hard of Hearing community.

STRUCTURE

- The *CAIRS Community Advisory Committee* shall consist of a maximum of fifteen (15) standing members.
- The *CAIRS Community Advisory Committee* shall meet a minimum of once and a maximum three (3) times per calendar year.
- The *CAIRS Community Advisory Committee* member candidates can be volunteers or nominated by members of CAIRS Board of Directors.
- Each *CAIRS Community Advisory Committee* member candidate must be reviewed and formally approved by CAIRS Board of Directors.
- Each *CAIRS Community Advisory Committee* member will serve terms of two (2) years in length, not to exceed a maximum of three (3) consecutive terms.
- The *CAIRS Community Advisory Committee* will not contain officer positions.
- The *CAIRS Community Advisory Committee* membership will not possess voting rights. Member recommendations are consultative in nature and not binding upon CAIRS Board of Directors or executive management.
- The *CAIRS Community Advisory Committee* will receive both administrative and liaison support from CAIRS executive director and assigned staff.

SELECTION CRITERIA

The persons selected for the *CAIRS Advisory Committee* should be:

- Members of the Deaf and Hard of Hearing community who have demonstrated leadership in the promotion of community resources, education, well being and/or empowerment.
- Members of the sign-language interpreter community who have demonstrated leadership in the advancement of their profession, in addition to, exemplifying a reputation for professional excellence.
- Members of the community at large, non-profit/private sector, academia and/or charitable institutions who have demonstrated leadership in identifying and addressing needs of the Deaf and Hard of Hearing community.
- Persons active in private/public sector agencies charged with serving the Deaf and Hard of Hearing community, Illinois residents with disabilities and/or implementation of the federal *Americans with Disabilities Act (ADA)*.
- Persons who have distinguished themselves as individuals with vision.

FUNCTIONS

In order to assist CAIRS in achieving organizational excellence and effectiveness, responsibilities of the *CAIRS Community Advisory Committee* will include, but are not be limited to, the following:

- Provide guidance in identifying existing/emerging needs of the Deaf and Hard of Hearing community, as well as, opportunities for collaboration and program development.
- Provide objective assessments and develop recommendations about ongoing/future CAIRS program activities in the context of existing/emerging needs of the Deaf and Hard of Hearing community.
- Provide guidance in identifying charitable-giving needs of the Deaf and Hard of Hearing community.
- Provide guidance in identifying private/public sector grant funding to benefit the Deaf and Hard of Hearing community.
- Provide guidance in identifying existing/emerging needs of the sign-language interpreter community, as well as, opportunities for collaboration and programs development.
- Provide guidance in identifying existing/emerging needs of the client community regarding ADA awareness/compliance, as well as, proposing educational initiatives.
- Recommend and refer additional committee candidates.

Member Application

CAIRS COMMUNITY ADVISORY COMMITTEE

First Name: _____ Last Name: _____

Street Address (Line 1): _____

Street Address (Line 2): _____

City: _____ State: _____ Zip Code: _____

Primary Phone: (____) _____ Secondary Phone: (____) _____

Why is your interest and motivation for serving as a member on the CAIRS Community Advisory Committee?

What do you believe are the key issues facing the Deaf and Hard of Hearing community today? In what ways would you like to see CAIRS assist in addressing these issues?

What is your personal and/or professional connection to the Deaf and Hard of Hearing community? What special skills, knowledge and insights could you contribute to the CAIRS Community Advisory Committee?

What are some of your special interests in regard to improving the welfare of the Deaf and Hard of Hearing community? What are you passionate about?

Are you willing to participate by providing guidance to CAIRS Board of Directors? Yes No

Are you willing to assist in recruiting new members? Yes No

Are you willing to disclose any conflicts of interest? Yes No

I have completed this application accurately and to the best of my knowledge. I accept the presented obligations as a member of CAIRS Community Advisory Committee. I understand the purpose and function of the CAIRS Community Advisory Committee and pledge to adhere to its stated mission.

(Signature)

(Date)

Please FAX the completed application to 312-895-4313, attention Nikki Montgomery. Thank you!