

EXECUTIVE APPOINTMENT INTEREST FORM INSTRUCTIONS

Please save your interest form to your desktop or in a folder on your computer for future use and revisions. Board members seeking reappointment check the box next to the word reappointment*

There are 3 options to return your form to us; mail, fax, or via email.

Information provided in this application is subject to the Public Records Act and may be disclosed upon request. The personal information will be redacted.

EXECUTIVE APPOINTMENTS INTEREST FORM

Check this box if this is for reappointment *

Please also include a résumé and statement of interest.

This form is an application for an Oregon Board or Commission. Please fill it out completely and return it to the Governor's Office. If you have any questions feel free to call the Executive Appointments office at: (503) 378-2317.

Options to Return This Form:

Mail: Executive Appointments, Office of the Governor 900 Court St. NE Salem, OR 97301-4075
Use our secure fax number at: (503) 373-0840
Email a scanned copy to: executive.appointments@das.state.or.us

Board/Commission Appointment(s) Desired: (Please print or type)

Board Name: _____ Position Requirements (If any): _____
Board Name: _____ Position Requirements (If any): _____

First Name: _____ MI: _____ Last Name: _____
Preferred Name: _____ (Ex: Thomas > Tom) Title: (Mr, Ms, Dr, _____) Suffix: (jr, PhD) _____
Occupation: _____ Select one: Home Work:

Preferred Mailing Address: _____
City: _____ State: _____ Zip Code: _____ County: _____
(Ex: Marion, Multnomah; Not USA)

Cell Phone: _____ Work Phone: _____ Home Phone: _____

Email Address: (Please print) _____

State Senate District #: _____ State House District #: _____ Federal Congressional District #: _____
(You can find this information at: <http://handru.leg.state.or.us/findlegdist/home.htm> or call your county elections office. This is your home voting district.)

To assist us in meeting our affirmative action objectives, we would appreciate information about your gender and background. This information is optional. Under state and federal law, this information may not be used to discriminate against you.

Gender: Male: Female: Disability: _____

Race/Ethnicity: Asian/Pacific Islander African American: Hispanic: Native American: Caucasian: Multi/Other:

IMPORTANT!
Attach a résumé with your work and educational background and any other experience relevant to this position. Your statement of interest should include a paragraph describing in detail why you wish to serve on this particular board or commission, and why you meet the requirements for appointment. You must be an Oregon resident to apply unless otherwise noted. Please review your information to ensure accuracy.

* Did you remember to include your resume, statement of interest, and sign your background form?

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Board/Commission Desired

Enter the name of the board or commission you are interested in along with the position required. For example, Mechanical Board – Heating/Frost Insulation position.

Occupation What you do for work or career.

Select your preferred mailing address:

Home or Work

Complete your **title, first name, middle initial, last name**, and **suffix** followed by your mailing address. City State Zip Code and County (Not USA. Multnomah, Marion, Lane, etc.)

Enter your **cell, work**, and **home** phone numbers where we can reach you and your **email address**.

Include Your **Senate, House**, and **Congressional** districts. This is your home voting district. Not sure? Click on the link in the form and input your address. <https://www.oregonlegislature.gov/> **Find My Legislators** - bottom right corner.

Affirmative Action Items

Gender, Disability, & Race

This information is helpful to ensure we are providing equal representation to our boards and commissions.

Background Information

IMPORTANT Please complete the following attached pages (Disclosure & Authorization form) as required. This information is used only for background/revenue checks and is not included when reviewing your interest form. This instruction page is for your reference only and do not need to be returned with your application.

Remember to include your **résumé** and **statement of interest** why you would like to be a part of your desired board. A **bio** is required for boards requiring senate confirmation.

Reappointments, must also include a **statement of interest**; a brief paragraph of 300-400 words is sufficient. **Résumés** should also be included even if there are no changes.

Once the form is complete, print, sign it, and review your form to ensure the information is accurate and complete. Mail, fax, or email your interest form to Boards & Commissions. Do not send documents separately!

Questions? Feel free to call us at (503) 378-2317, and thank you again for your willingness to serve!

All candidates are subject to background checks!



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Board/Commission Appointment(s) Desired: (Please print or type)

(Board Name)

Position Requirements (If any)

(Board Name)

Position Requirements (If any)

First Name: _____ **MI:** _____ **Last Name:** _____

Preferred Name: _____ (Ex: Thomas -> Tom) **Title:** (Mr. Ms. Dr.) _____ **Suffix:** (Jr., PhD) _____

Occupation: _____ (Select one) **Home:** _____ **ork:** _____

Preferred Mailing Address: _____

City: _____ **State:** _____ **ip Code:** _____ **County:** _____

(Ex: Marion, Multnomah, Coos; Not USA)

Cell Phone: _____ **ork Phone:** _____ **Home Phone:** _____

Email Address: (Please print) _____

State Senate District #: _____ **State House District #:** _____ **Federal Congressional District #:** _____

(You can find this information at: <https://www.oregonlegislature.gov/> - Find My Legislators - or call your county elections office. **This is your home voting district.**)

To assist us in meeting our affirmative action objectives, we would appreciate information about your gender identity and background. This information is optional and is used for data collection only. Under state and federal law, this information may not be used to discriminate against you.

Gender Identity: _____ **LGBTQ:** **Disability:** _____

Race/Ethnicity: Asian/Pacific Islander African American: Hispanic: Native American: Caucasian:

Select One Multi/Other:

IMPORTANT (Please Read)!

A résumé detailing your work, educational background, and relevant experience is required. For boards requiring senate confirmation, a short bio is also required highlighting key career and personal/professional community activities. A statement of interest describes why you wish to serve, and why you meet the requirements for appointment. You must be an Oregon resident to apply unless otherwise noted. Please review your information to ensure accuracy.

*** Did you remember to include your Bio, Resume, Statement of Interest, and sign your background form?**



Disclosure and Authorization

[IMPORTANT – PLEASE READ CAREFULLY BEFORE SIGNING ACKNOWLEDGMENT]

DISCLOSURE REGARDING BACKGROUND INVESTIGATION

Employer (“the Company”) may obtain information about you from a consumer reporting agency for employment purposes. Thus, you may be the subject of a “consumer report” and/or an “investigative consumer report” which many include information about your character, general reputation, personal characteristics, and/or mode of living, and which can involve personal interviews with sources such as your neighbors, friends, or associates. These reports may be obtained at anytime after receipt of your authorization and, if you are hired, throughout your employment. I understand that I have the right, upon written request made within a reasonable time after receipt of this notice, to request disclosure of the nature and scope of any investigative consumer report. Please be advised that the nature and scope of the most common form of investigative consumer report obtained with regard to applicants for employment is an investigation into your education and/or employment history conducted by OPENonline, LLC, PO Box 549 Columbus, OH 43216 (888) 381-5656 or another outside organization. The scope of this notice and authorization is all-encompassing, however, allowing Employer to obtain from any outside organization all manner of consumer reports and investigative consumer reports now and, if you are hired, throughout the course of your employment to the extent permitted by law. As a result, you should carefully consider whether to exercise your right to request disclosure of the nature and scope of any investigative consumer report.

AUTHORIZATION

I acknowledge receipt of the NOTICE REGARDING BACKGROUND INVESTIGATION and A SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT and certify that I have read and understand both of those documents. I hereby authorize the obtaining of “consumer reports” and/or “investigative consumer reports” at any time after receipt of this authorization and, if I am hired, throughout my employment. To this end, I hereby authorize, without reservation, any law enforcement agency, administrator, state or federal agency, institution, school or university (public or private), information service bureau, employer, or insurance company to furnish any and all background information requested by OPENonline LLC, another outside organization acting on behalf of Employer, and/or Employer itself. I agree that a facsimile (“fax”) or photographic copy of this Authorization shall be as valid as the original.

New York applicants or employees only: You have the right to inspect and receive a copy of any investigative consumer report requested by Employer by contacting the consumer reporting agency identified above directly.

Minnesota and Oklahoma applicants or employees only: Please check this box if you would like to receive a copy of a consumer report if one is obtained by the Company.

California applicants or employees only: By signing below, you also acknowledge receipt of the NOTICE REGARDING BACKGROUND INVESTIGATION PURSUANT TO CALIFORNIA LAW. Please check this box if you would like to receive a copy of an investigative consumer credit report if one is obtained by the Company at no charge whenever you have the right to receive such a copy under California law.

Under Section 1786.16(a)(2)(B)(vi) of the CA Civil Code, you are notified that OPENonline LLC privacy practices can be found at www.openonline.com.

Under Section 1785.20.5 of the CA Civil Code and Section 1024.5 of the CA Labor Code, you are notified that a credit report may be ordered if you are applying for a position involving access to confidential or proprietary information.

Use of date of birth is for identification purposes only. The Company is an equal opportunity employer. Prospective employees will receive consideration without discrimination because of race, creed, color, sex, age, national origin, handicap or veteran status.

Name of Authorizing Consumer: _____

Social Security Number: _____ - _____ - _____

Date of Birth: _____ / _____ / _____ Driver's License _____

Signature of Authorizing Consumer: _____ Date: _____

The information in this form is not intended as legal advice. Legal advice should be sought from your attorney. OPENonline does not guarantee the completeness, sufficiency, or accuracy of the information contained in the form. It may be desirable to adapt the foregoing to fit your specific situation.