



## **TOWN OF LOCKEPORT HOUSING AUTHORITY VOLUNTEER**

The Town of Lockeport is seeking one volunteer Town resident who is interested in participating on the Western Regional Housing Authority.

The Housing Authority oversees the management of public housing with respect to Applicant/Tenant matters in accordance with the policies and procedures established by the Provincial Minister.

**Position requirement:** The position requires an individual that demonstrates the ability to be impartial, fair, objective and courteous when dealing with applicants and tenant-related issues.

**Meeting information:** Regular meetings are scheduled during normal business hours on weekdays. The meetings are at various locations throughout the region: New Minas, Middleton, Bridgewater and Yarmouth. Travel expenses for volunteers are paid by the Housing Authority.

**Meeting frequency:** The full Board meets once per year. Work done at a regional committee level requires either one meeting per month or one meeting every two months.

### **Ineligible Persons:**

- Elected persons holding Federal, Provincial or Municipal office.
- The spouse of an elected official.
- Employees of a Housing Authority.
- Employees of the Department of Infrastructure and Housing.
- Employees of Canada Mortgage and Housing Corporation.
- Employees of the Municipalities that fall within the Housing Authority's jurisdiction.
- Individuals who own or are directors of companies that have entered into a rent supplement agreement with the Minister and the respective Housing Authority.
- Employees or owners of businesses or organizations that deal with the Housing Authorities.

**Resume Submissions:** Individuals who are interested in this volunteer opportunity are asked to submit their resume to the Town Clerk/Treasurer, PO Box 189, Lockeport, NS B0T 1L0 or by fax: (902) 656-2935 or by email: [townoflockeport@ns.sympatico.ca](mailto:townoflockeport@ns.sympatico.ca)