



NORTHWEST JUSTICE FORUM

Steering Committee Application Packet

Forum Steering Committee

Selection Criteria

In order to both sustain and grow the NW Justice forum as a relevant and effective event for the implementation and growth of Restorative Justice values and practice in the Pacific Northwest, it is important to create and sustain a committed and active working group to plan the annual forums.

The following criteria will be used by the existing Steering Committee to select new members.

- To enhance efficiency and effectiveness, the maximum size of the Steering Committee will be 12 members.
- Each member shall have demonstrated a commitment to and grounding in Restorative Justice values and practice.
- A priority in selecting members for the Steering Committee shall be to have the greatest possible diversity in:
 - **Geographic location** in Oregon and Washington. (Ideally no more than two people from any agency/organization.)
 - **Community size** is an important factor. Ideally the Planning Group will have representatives from communities/counties of varying size and demographics.
 - **Ethnicity/race/culture** are additional important factors in creating a diverse group that can be aware of issues/topics/practices that are important to highlight at a Forum.
 - **Stakeholders** who bring diverse insight, experience, perspectives and needs are also of importance. While the Forum cannot effectively focus on the great breadth work that Restorative Justice principles are relevant to, the Forum does seek to be a valuable venue to stakeholders who have a significant focus of working with youth and those impacted by youth – juvenile justice, schools, law enforcement, crime victims/advocates, social services, social justice agencies/groups, community activists.

Steering Committee Member Commitments

1. I commit to make planning committee meetings a priority and will schedule accordingly- Meetings happen approximately once a month, sometimes twice a month during the busiest times for 1 ½ to 2 hours. The committee values geographic diversity, therefore phone conferencing is perfectly acceptable. However, for members within the Portland Metro area, the commitment is to meet in person the vast majority of the time. Group cohesion is improved upon when members are present in the room.
2. I commit to enthusiastic participation in the business of the Steering Committee - Tasks required of committee members can often be time consuming over the course of the planning cycle. No single task expected of a planning committee member should become a distraction from the member's home agency, but planning and commitment is required in order to make meaningful contributions to the successful forum production.
3. I commit to being present and active at the Forum in carrying out the needed tasks for the successful implementation of the Forum.
4. I commit to review the Steering Committee meeting agendas, minutes, and other documents when needed, and provide expedient feedback to the authors and group when requested.
5. I commit to thinking creatively about how the Steering Committee can help advance, teach, and implement, the values and principles of Restorative Justice.

NW Justice Forum

Steering Committee Member Application Form

Please return completed application to:

Resolutions NW, Attn: Betsy Coddington
1827 Northeast 44th Avenue # 300 Portland, OR 97213



Contact Information

Name	
Title	
Affiliation	
Street Address	
City ST ZIP Code	
Home Phone	
Work Phone	
E-Mail Address	

Interests

Tell us in which areas you are most interested in contributing to the NW Justice Forum's success:

- Marketing
- Volunteers/Day-of-Logistics/Audio Visual
- Registration
- Venue/Food
- Fundraising
- Keynote Dinner
- RFP/Presenter Coordination

Special Skills or Qualifications (use a separate page if necessary)

Please describe your interest in volunteering for the NW Justice Forum Steering Committee.

Please summarize why you would be a positive addition to the Steering Committee.

Personal and Professional References (please provide at least one of each)

Name	
Relationship	
Phone	
E-Mail Address	

Name	
Relationship	
Phone	
E-Mail Address	

Name	
Relationship	
Phone	
E-Mail Address	

Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a committee member, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Name (printed)	
Signature	
Date	

Our Policy

It is our policy to provide equal opportunities without regard to race, color, religion, national origin, gender, sexual preference, age, or disability.

Thank you for completing this application form and for your interest in volunteering with us.