

Volunteer Application

Welcome

Thank you for being a CCI member and showing interest in joining the many volunteers who are part of the Canadian Condominium Institute National (CCI-N). Many of our members have expressed an interest in “giving back” or “supporting the efforts” they have seen by others. No matter the reasons for your commitment, the thousands of condominium residents will be better for what you are about to participate in. Thank you.

CCI-N Structure

CCI consists of eleven (11) standing committees and sub-committees all chaired by members from a variety of chapters, as well as a number of short term volunteer commitments. CCI is supported by the paid services of Association Concepts Inc. (ACI) who provide our administrative and financial tracking support as well as providing some continuity from year to year. The many committees are often “charged” with the exploration or development of various tasks.

Our Standing Committees Include:

Resource Content	The committee shall create, source, link and maintain content/data, any media related to the Condominium Industry. The content is to comprise the most comprehensive set of materials available in the industry
Community	The Community Committee creates and manages programs (“Activities”) that have members of CCI (“Peers”) interact with each other directly. Such Activities are to deliver value, while creating a strong bond between Peers.
Certification	The committee shall foster professionalism through accreditation programs, both educational and non-educational for recognition both inside and externally of CCI.
Marketing	The Marketing committee is responsible for the branding and recognition of CCI to the public, condominium and strata owners, professionals, and business partners.
Operations & Support	The Committee is responsible for promoting and supporting the operations of CCI and its Chapters.
Governance	The Committee shall oversee and monitor the formal governance

	structure of the CCI, ensuring that National and Chapter bylaws are in compliance with current legislation and that they reflect the true activities of the Institute.
Risk Management & Finance	The Committee shall oversee and monitor significant financial planning and financial management of the CCI and the Chapters in evaluating and monitoring overall financial health of the organization.
Government Relations	The Government Committee establishes CCI as the recognized federal, provincial and municipal government resource for condominium and strata. Its focus is to provide government information, data, knowledge, training, aid, education and community opportunities to the Chapters.
Administrators	The Committee shall act to educate our Chapter administrators, ensuring compliance with CCI policies, structures, expectations and requirements.
Leaders' Forum	The Leaders Forum Committee will be responsible for planning the National Leaders' Forums which are held in the Spring and Fall of each year.
Digital Infrastructure	A sub-committee of Resource Content and Operations & Support (and potentially others) with developing and implementing the best digital communications for the work being done on behalf of CCI.

Executive Board:

This is an elected position where members of CCI elect directors each year at the AGM. This committee, like all others, offers a chance to have a direct impact on the lives of condominium residents throughout Canada on the National and Provincial level. Nomination forms to submit your name for consideration are sent to members from the nominations committee in early summer.

Matching your Interests

To assist us with this huge task, we ask all volunteers to fill out the attached application so that we can direct you to a position that offers you the best personal fulfilment as well as offering the committee the benefits of your skill set. While we would like to take all volunteers in their chosen area, we also want to maximize the efficiency and management of all our committees. Please be patient!

Please take a moment to fill out the attached application and return it to CCI-N. The Committee Chairs will review your application and will be in touch with a role shortly. Once again, thank you for showing an interest in CCI and "Happy Volunteering". We hope your support of CCI will be very rewarding.

Volunteer Application (please print)

Name: Mr Ms _____

Professional Designations: _____

Company/Firm: _____

Full Mailing Address: _____

Office Phone: _____ Cell Phone: _____

Email address: _____

I am a CCI-N Individual Member Condominium Corporation Member Professional Member Business Partner Member

2. Would you be interested in: Standing Committee (ongoing)
 Ad Hoc Committee /Task Force (typically less than a year)

Committee Application

3. What volunteer opportunities from pages 1 & 2 seem to interest you the most?

First choice: _____

Second choice: _____

Third choice: _____

4. How many hours per month do think is reasonable to give as a volunteer: _____

5. What times are you able to attend meetings for volunteer activities?

Early Mornings During the Workday Evenings

6. Have you volunteered for CCI in the past? If so, in what capacity?

Experience:

1. Please list any work or volunteer experience that may be relevant (i.e. communications, marketing, media relations, project management, public speaking etc.)

2. Describe your skills/personal interests not mentioned above: _____

3. What would you like to accomplish as a volunteer of CCI-N: _____

4. List any professional designations held and the sponsoring organization:

Designation:	Sponsoring Organization:
Designation:	Sponsoring Organization:
Designation:	Sponsoring Organization:

Applicant Signature _____ Date _____

Please submit completed application to:

CCI National 2800 14th Avenue, Suite 210, Markham, ON L3R 0E4 • Tel: 416-491-6216 • Fax: 416-491-1670 Email: info@cci.ca • Website: www.cci.ca