



CLBC Community Council

Membership Agreement and Code of Conduct

Welcome to the _____ Community Council.

This Council is one of 12 across British Columbia that bring together adults with developmental disabilities, families, service providers, and community members to work as volunteers in partnership with Community Living BC (CLBC). Together, we promote inclusion, full citizenship, and quality of life for people served by CLBC.

As a Council member, I agree to follow the Council's purpose and responsibilities described in the "How we work together" guidelines, and to act in line with CLBC's vision, mission, and values.

My Role as a Council Member

I understand my role as a Community Council volunteer is to support activities that:

- 1) **Raise community awareness** about the importance of inclusion and the contributions of people served by CLBC.
- 2) **Build local partnerships** with community organizations to promote inclusion, accessibility and belonging.
- 3) **Provide opportunities for individuals and families to connect**, share information and learn about resources in their community.
- 4) **Provide input on CLBC policies and plans**, share local concerns and successes, and identify province wide barriers to inclusion and full citizenship. **Key trends and issues are shared with the Provincial Advisory Committee.**

I Commit to the Following Responsibilities:

1. Support CLBC's Mission and Direction

- Uphold the vision, mission, and values of CLBC.
- Work in a way that matches CLBC's strategic goals, policies, and approach to respectful relationships.
- Be knowledgeable about how CLBC delivers supports and services.

2. Represent the Whole Community

- Work on behalf of **individuals and families** in the region you represent—not your own personal or organization’s interests.
- Support fairness, inclusion and respect for people from all backgrounds.
- Keep personal information shared in meetings **private and confidential**.

3. Be Active and Prepared

- Attend meetings regularly and let the Chair know if unable to attend.
- Read agendas and materials ahead of time and come prepared to discuss them.
- Ask for support when needed to review materials or participate in meetings.

4. Participate in the Work of the Council

- Contribute to Council projects, committees, and events.
- Help create and put into action the Council’s **annual work plan**.
- Assist with **recruitment of new members**, including helping guests learn about the Council.

5. Communicate Respectfully and Work Collaboratively

- Follow CLBC’s **Respectful Engagement Policy** and **Council Membership Agreement**.
- Listen to others, share ideas, and work through differences respectfully.
- Support group decisions and help create a welcoming space for all voices.

6. Work in Good Faith

- Tell the Council Chair and CLBC Manager about anything that is or might look like a conflict of interest. If needed, you may have to step away from the Council for a period of time or permanently if required.

Examples of a conflict of interest include:

- Using one’s Council role for personal or financial gain.
- Having an active complaint or lawsuit against CLBC.
- Taking a negative stance against CLBC — including speaking out in public or on social media — in a way that could harm the Council’s reputation or make it harder for the Council to give advice to CLBC or support community inclusion.

7. Respect Council Structure and Process

- Understand and follow the Council ‘**How we work together**’ guidelines.
 - Support the role of the **Chair and Vice Chair** in leading meetings and working with the CLBC Manager.
 - Take part in Council decisions and try to reach consensus- this means an agreement made by all members. If that’s not possible, support the decision most people agree on.
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Term and Membership Conditions

- ☐ I understand that membership is a volunteer role with a term of up to **three, two-year terms** (6 years total), with possible renewal after a one-year break.
- ☐ I understand that my membership must be approved by CLBC and is subject to a **criminal record check** and **conflict of interest check**.

Optional

- ☐ I agree to **CLBC sharing my name as a member of Council** if requested by the public (CLBC understands there may be certain situations in which someone would not want their name shared and Council participation shared.)
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Agreement

By signing this agreement, I confirm that I understand and accept the responsibilities and expectations of being a Community Council member. I will work in partnership with other members, CLBC staff, and the broader community to advance inclusion and support the quality of life of individuals and families served by CLBC.

Printed Name: _____

Signature: _____

Date: _____