Volunteer Posting: Multnomah County Intellectual & Developmental Services Advisory Council Member (VOLUNTEER)

Organization: Multnomah County Intellectual & Developmental Disabilities Advisory Council (MCIDDSD)

Role Purpose

As a member of the Advisory Council, you will advise Multnomah County staff and administration on the planning and implementation of services for children and adults with intellectual and developmental disabilities, their families, and support networks. You will serve as a vital link between the County and the community through advocacy, public information, and networking. The MCIDDSD Advisory Council consists of up to 15 members of the public; 2 of whom are elected officers who provide additional coordination between MCIDDSD staff and the Council.

Key Responsibilities

- **Policy & Feedback:** Stay updated on division policies and provide feedback to MCIDDSD staff, the Department of County Human Services (DCHS), and the Multnomah County Board of Commissioners.

- **Strategic Planning:** Identify community needs and establish priorities for the service delivery system in Multnomah County.

- **Quality Oversight:** Review and advise on current services described in the Community Developmental Disability Program's (CDDP) plan to ensure effectiveness, quality, and that the needs of the I/DD community are being met.

- **Governance:** Participate in voice votes to approve items and make recommendations to Executive Leadership.

Membership Requirements & Eligibility

- **Community Connection:** Members must belong to the residential or business community of Multnomah County.

- **Representation:** The Council seeks a balanced representation of advocates, professionals, key referral sources, people experiencing I/DD, and lay citizens. The

membership must be broadly representative of the community with a balance of age, sex, ethnic, socioeconomic, geographic, professional, and consumer interests represented.

- **Ineligibility:**
  - **County Employees:** Current County employees and representatives of the Multnomah County I/DD Division may not hold voting positions on the Advisory Council. They may attend public meetings.

  - **Contracted Providers:** Individuals associated with contracted providers to Multnomah County DCHS are generally ineligible unless specifically nominated by a provider association to represent that group.

Terms of Service & Duration

- **Term Length:** Members are appointed for terms of up to **three years**, beginning July 1 and expiring June 30. We are currently recruiting for terms beginning July 1, 2026.

- **Service Limit:** No person may serve more than **six consecutive years** without a recommended exemption from the Department of County Human Services.

Expectations & Attendance

- **Meeting Frequency:** The Council meets on a regular roughly quarterly basis, for a total of 5 meetings per year. Special meetings may be called with one week's notice. All meetings are open to the public.

- **Attendance Policy:** Members must notify the Chairperson and staff liaison if they cannot attend. A member may be requested to resign after **three consecutive absences** or **four total absences** in a single year.

- **Public Representation:** Members may not speak on behalf of the Council until a formal position has been officially taken.

Ethics & Conflict of Interest

- **Disclosure:** Members must review policies and disclose any conflicts of interest once per term.

- **Recusal:** Members **must abstain from voting** on any issue where there is a potential for direct benefit to themselves or their agency.

- **Compliance:** All members must adhere to Oregon Public Meetings Law and Robert's Rules of Order. Violations of County policy may result in a request for resignation.

Minimum Qualifications:

- Resident or member of the business community in Multnomah County.
- Professional, lived experience, or interest in services for people with intellectual and/or developmental disabilities.
- Ability to attend regular meetings (virtually) with reasonable accommodations.

Please note this is an UNPAID position, serving a term of 3 years.

Please complete this form and submit a Letter of Interest describing how you meet the minimum qualifications, including your experience in the I/DD community, and any other relevant details by May 22, 2026; include a resume if available.

Candidates who submit applications meeting minimum scoring criteria will be contacted for an interview. Following an interview, selected candidates will be asked to submit 2 references.