

Burnaby Village Museum

Community Advisory Committee

Terms of Reference

Purpose

The Community Advisory Committee is a volunteer committee of the Burnaby Village Museum. The purpose of the advisory committee is to provide advice and identify resources for projects that support the Museum's goal of highlighting the diverse communities that make up Burnaby's past and present.

Timing

The advisory committee will meet at least three times per year with additional meetings arranged by Museum staff as required. Meetings are held in person. Members are encouraged to attend one program or event produced by the Museum throughout the year.

Roles & Responsibilities

Members of the advisory committee will:

1. Offer ideas, guidance and suggestions on project work and future plans
2. Serve as advocates in the community in support of Museum initiatives
3. Attend committee meetings and participate in collaborative discussions
4. Participate in subcommittees as needed

Members Skills and Attributes

Community members who can represent their community's interests. Members should be familiar with local community networks in Burnaby, be motivated to foster strong public participation and support creating equity in an informal learning environment.

Selection Process

Potential project advisory committee members will be appointed by the Burnaby Village Museum based on applications received by the Museum when actively recruiting. There will be a minimum of 4 and a maximum of 9 members on the committee at all times. Terms are two years in length and members can serve up to two consecutive terms.