



11 Ilahee Lane
Chico, CA 95973
(530)892-9600
(530)892-9609 (fax)

APPLICATION FOR WORKFORCE DEVELOPMENT BOARD MEMBERSHIP TO REPRESENT PRIVATE INDUSTRY

Membership Requirements:

In order to represent ***business/private industry*** on the NoRTEC Workforce Development Board, the applicant must:

1. Be an owner, chief executive, or operating officer of a business, or other business executives or employers with optimum policymaking or hiring authority¹;
2. Provide employment opportunities in in-demand industry sectors or occupations;
3. Provide employment opportunities within the eleven county geographic area of NoRTEC²;
4. Be nominated by a local business organization or business trade association³; and

The nomination shall be in writing, and submitted to the NoRTEC Governing Board.

Applicant Name: _____

Job Title: _____

Business Name: _____

Business Address: _____

City/State/Zip: _____

Business Phone/Fax: _____

¹ Individuals retired from business/private industry are not eligible to serve on the Workforce Development Board as a business/private industry representative.

² Counties within the geographic area of NoRTEC are: Butte, Del Norte, Lassen, Modoc, Nevada, Plumas, Shasta, Sierra, Siskiyou, Tehama, and Trinity.

³ Examples of nominating organizations are local Chambers of Commerce and employer advisory councils. *Note: An economic development agency is not an appropriate nominating entity for a business/private industry representative.*

Provide a brief description of the business you own or work for, including what products and/or services it manufactures/provides:

Does the business primarily serve the city/town it is located in? An entire county? An entire region? Please provide specifics (i.e., the City of Chico, Siskiyou County, the entire north state).

What additional areas of expertise or interest do you have that may be helpful to the Workforce Development Board? (This includes membership on other boards or service organizations.)

The NoRTEC Workforce Development Board meets four times a year, and a quorum of members must be present at each meeting in order to conduct business. The meetings are usually held in a central location (Oroville, Chico, Red Bluff, Anderson or Redding) on the following dates:

1. The fourth Thursday of January, from 10 am – 3 pm
2. The fourth Thursday of April, from 10 am – 3 pm
3. The fourth Thursday of August, from 10 am – 3 pm
4. The fourth Thursday of October from 10am – 3 pm

Will you be able to attend all four of these meetings each year? (We understand an occasional scheduling conflict or emergency will occur.)

YES

NO

Most of NoRTEC's business is conducted over the Internet via our website and e-mail, but we request contact information. Please provide the following:

County of Residence: _____

Mailing Address: _____

City/State/Zip: _____

Telephone: _____

E-mail⁴ Address: _____

Phone/Fax: _____

Is there additional information you think we need to know? If so, please provide it below:

⁴ The majority of NoRTEC business is conducted via e-mail and over the Internet. Please provide an e-mail address you check regularly.

I wish to be considered for appointment to the NoRTEC Workforce Development Board. All of the information contained in this application is true and complete to the best of my knowledge.

Signature of Applicant

Date

In addition to this application, an applicant must submit a nomination letter from a local business organization or a business trade association. Examples of such organizations include Chambers of Commerce and Employer Advisory Councils.

To obtain an example of a nomination letter, to inquire about appropriate nominating entities in your area, or to submit an application, please contact:

Mail

Andrea Campos
Program Administration Director
NoRTEC
11 Ilahee Lane
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(530)892-9600

E-Mail

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(Pdf file or Word document)

Fax

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