

191 E. Main St.  
Carlton, OR 97111



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## ADMINISTRATION DEPARTMENT

PRESS RELEASE DATE: JANUARY 9, 2019

COMMITTEE VACANCY

### VISIT CARLTON TOURISM COMMITTEE MEMBER

**(Volunteer)**

The City of Carlton is currently seeking applicants to fill one (1) vacancy on the Visit Carlton Tourism Committee with a term expiring on June 30, 2020.

The purpose of the Visit Carlton Tourism Committee is to assist the Carlton City Council with the disbursement of Transient Room Tax (TRT) funds for the express purpose of promoting tourism to Carlton. The Committee is authorized to propose tourism, advertising programs, and evaluate regional tourism related partnerships and tourism funding related proposals brought by third parties such as business associations, individual business owners, or Carlton residents.

The Visit Carlton Tourism Committee consists of the Mayor of the City of Carlton and not less than five members appointed by the City Council. The committee shall include one additional member of the City Council and not less than four at-large members. At-large members shall be generally representative of the tourism and hospitality interests represented in the community (i.e. lodging, wineries, restaurants, retail, etc). Preference will be given to applicants that represent lodging businesses or the interests of lowest representation by the current membership.

The position is a volunteer and the appointment will become effective immediately upon Council approval of the Mayor's selection. **Meetings are held the first Wednesday of each month at 3:00 PM at the Carlton City Hall, Council Chambers, 191 East Main Street, Carlton, Oregon.**

If you are interested in the Visit Carlton Tourism Committee position, you may download the City of Carlton Application for Boards/Commissions from the city's website [www.ci.carlton.or.us/jobs](http://www.ci.carlton.or.us/jobs) or pick up an application at Carlton City Hall.

Please mail, email, fax or drop off your application to:

Jennifer Nelson, CMC  
City Recorder  
191 E. Main Street, Carlton, OR 97111  
Fax: (503) 852-7761  
[jnelson@ci.carlton.or.us](mailto:jnelson@ci.carlton.or.us)

To be considered during the first review of applications, please submit on or before:

**Friday, February 1, 2019 by 4:00 PM**

*Applications will be accepted until the position is filled.*

IMPORTANT DATES:	First review of applications	February 4, 2019
	Committee interviews	February 6, 2019
	<i>(if more than one application received)</i>	
	Appointments approved by City Council	March 5, 2019

#### The City of Carlton is an Equal Opportunity Provider

*The City of Carlton employment decisions are made without regard to race, color, gender, national origin, religion, marital status, age, prior industrial injury, mental or physical disabilities unrelated to job performance, veterans, or any other status protected by federal, state or local laws.*