



Governor in Council Appointment Application Form
Full-time and/or Part-time Member
Parole Board of Canada

1. Please complete the application form to apply for the position of full-time and/or part-time member of the Parole Board of Canada.
2. **You must clearly demonstrate on your application form how you meet the education and experience criteria for the position for which you are applying. It is your responsibility to provide concrete and detailed examples to identify how you meet each criterion.**
3. Please ensure that all questions have been answered. The attestation must be dated and completed.
4. Please ensure your email address is correct as communication regarding this process will be done electronically. It is your responsibility to update your personal profile information on the Governor in Council Appointments website at: <http://www.appointments-nominations.gc.ca/index.asp?lang=eng>.
5. You may print the application form and fill it in by hand, or complete it online using an electronic signature. Once done, please save or scan your completed application form in PDF format, and upload it along with your curriculum vitae as part of your application on the Governor in Council Appointments website. *

**Please ensure that you are sending your documentation from a device with email interface.*

All personal information will be protected in accordance with the requirements of the *Privacy Act* and the *Access to Information Act* and will be stored in Personal Information Bank PSU 918.

The Board will not be held liable should your personal information not reach the intended area.

I am applying for: Full-time Member position and/or Part-time Member position

1. PERSONAL INFORMATION

Mr. Mrs. Ms. Dr.

Surname: _____ Given Name: _____

Male Female

Please specify your status in Canada: Canadian Permanent resident

Other (specify) _____

2. ADDRESS

Number, street, apt.: _____ City: _____

Province/Territory: _____ Postal Code: _____

Mailing address (If different from the above):

Home phone: _____ Work phone: _____

Cell phone: _____ Email: _____

3. TRAVEL

Operational requirements will necessitate travel within Canada

I have a valid driver's license: Yes No

4. LANGUAGE(S)

What is your first official language: English French

Other _____

Positions have various language profiles. Which ones would like to be considered for?
(This will determine in which language(s) members will be expected to hear and write a decision.)

English French Bilingual *

** If you wish to be considered for a bilingual position, a second language assessment will be administered.*

5. EDUCATION

Please note: You may be asked to provide copies of your degree/diploma during the selection process.

Highest level of education Name of Institution and Location Degree/Diploma Year Obtained

6. PROFESSIONAL AND EMPLOYMENT HISTORY

Please note: Should you be appointed to the PBC, a verification of your professional and employment history may be performed.

Please specify how you fulfill the criterion of work experience in decision-making at a senior level related to sensitive and complex issue.

(Your curriculum vitae will only be used as a secondary source to validate your experience.)

Please specify how you fulfill the criterion of experience in the interpretation and application of legislation, regulations and policies.

Please specify how you fulfill the criterion of using a computer for communication, research and word processing (Microsoft Word).

Please specify how you fulfill the criterion of experience as a decision-maker in an adjudicative tribunal (ASSET).

Community involvement, memberships, interests:

Is there any additional information you wish to provide to the Selection Committee? Please comment:

7. PERSONAL SUITABILITY

Please answer "Yes" or "No" to the following questions. Where you answer "Yes", please provide an explanation of your response.

(a) Do you have any professional or other interests which could cause a conflict of interest, or the appearance of a conflict of interest, if you were appointed to the PBC?

No Yes (Please explain.)

(b) Is there anything else about your past or present circumstances which could have an adverse impact on your capacity to fulfill your functions as a member or that could damage the reputation of the PBC?

No Yes (Please explain.)

8. SELF-DECLARATION

The Government of Canada is committed to ensuring that its appointments take into consideration the desire for Governor in Council appointments to achieve gender parity and reflect Canada's diversity, in terms of linguistic, regional and employment equity representation. Preference may be given to candidates who are members of one or more of the following groups: women, Indigenous Canadians, persons with disabilities, and members of visible minorities.

I wish to self-identify as a member of the following:

Women	Person with disabilities	Visible minorities	Indigenous Canadians
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9. ATTESTATION

I attest to the veracity of the information provided in this application form.

Candidate's signature	Date
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10. DISCLOSURE

By signing this form, I hereby give my consent to the disclosure of information regarding my application and assessment and to the collection, use, retention and destruction of this information under the authority of the relevant provincial/territorial privacy legislation. I further understand and authorize the disclosure of information regarding my application to members of the Selection Committee and regarding the status of my application to the Minister of Public Safety and Emergency Preparedness.

Candidate's signature	Date
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