

**City of Albany
Common Council**

CALL FOR APPLICATIONS

Commission on Human Rights

The Albany Common Council is seeking applications from qualified residents of the City of Albany for the following position:

Title of Position:

Member, Commission on Human Rights (two openings).

Term of Appointment:

- 1) For a term ending 8/21/20
- 2) For a term ending 8/21/22

Appointments are for a three-year term (except where to fill a vacancy) with eligibility for reappointment to an additional term of three years. No member shall serve for a period which exceeds two consecutive three-year terms.

Qualifications of Members:

Members shall reside in the City of Albany and possess a reputation for fairness, integrity and responsibility and have demonstrated an active interest in public affairs and service. The Mayor and the Common Council shall reflect community diversity in their appointments, including, but not limited to, income level, race, religion, ethnicity, age, gender and sexual orientation. Officers and employees of the City of Albany are not eligible for appointment.

Position Responsibilities/Duties:

The Commission on Human Rights is a nine member body jointly appointed by the Mayor (5 members) and the Common Council (4 members). It meets no less than six times per year and has the following functions, powers and duties:

- To foster mutual respect and understanding among all persons and racial, religious and nationality groups in the community;
- To make such studies in any field of human relationship in the community as in the judgment of the Commission will aid in effectuating its general purposes.
- To inquire into incidents of tension and conflict among or between various racial, religious and nationality groups, and to take such action as may be designed to alleviate such tensions and conflict;
- To conduct and recommend such educational programs as, in the judgment of the Commission, will increase goodwill among inhabitants of the community and open new opportunities into all phases of community life for all inhabitants.
- To report complaints to the New York State Division of Human Rights alleging unlawful discriminatory practices under article 15 of the NYS Executive Law.
- To receive, accept and expend public grants for the purposes of effectuating the purposes of the Commission.

- To make recommendations as necessary and appropriate to the Mayor and the Common Council to effectuate the goals and purposes of the Commission.

The Commission also has the following general obligations:

- To receive and resolve complaints of alleged discrimination filed in accordance with Albany's Omnibus Human Rights Law, the Commission may seek the active assistance of the State Division of Human Rights in the resolution of such complaints, but shall not abdicate its responsibility for resolution of complaints filed with the Commission;
- To hold conferences, and other public meetings in the interest of the constructive resolution of racial, religious and nationality group tensions and the prejudice and discrimination occasioned thereby;
- To issue such publications and reports of investigations as in its judgment will tend to effectuate the purposes of the Commission;
- To enlist the cooperation and participation of the various racial, religious and nationality groups, community organizations, industry and labor organizations, media or mass communication, fraternal and benevolent associations and other groups in an educational campaign devoted to fostering among the diverse groups of the community mutual esteem, justice and equity and opening new opportunities into all phases of community life for all individuals; and
- To encourage and stimulate City of Albany agencies and departments to take such action as will fulfill the purposes of the Commission.

The Commission has additional responsibilities under Chapter 183 of the City Code, establishing the "Equity Agenda", to measure and monitor the Campaign for Equity. This includes:

Reviewing, enhancing and providing recommendations on the city's Equity Agenda to the Office of Mayor designed to include city-wide initiatives and policies to ensure equitable growth among key indicators of success;

Review and enhance proposed communication strategies to promote summer jobs, job fairs, workforce development training centers and information about Civil Service testing to residents with an emphasis on communities in minority-majority wards and disproportionate crime rates and vacant buildings.

Implementation of an annual dialogue on race, equity and inclusion for the City of Albany community;

In partnership with the Department of Administrative Services, track outcomes over time on progress in achieving equity, including in the areas of built environment enhancements, violence prevention, workforce training employment and education. Such progress to be reported to the Common Council annually.

Statutory Authority:

The Commission on Human Rights is established in accordance with Part 36 of Chapter 42 of the Code of the City of Albany (sections 42-361 through 42-367), as added by Local Law A of 2005; section 183-3 of Chapter 183 (Equity Agenda) of the Code of the City of Albany further sets forth the Commissions in measuring and monitoring the Equity Agenda established under Chapter 183..

Application Requirement:

Applicants are requested to submit a letter of interest describing qualifications and a current resume to:

Michele Andre, Senior Legislative Aide
Albany Common Council – Room 206, City Hall, Albany, NY 12207
Tel: 434-5087 / Fax: 434-5081 / e-mail: Mandre@albanyny.gov

Applicants will be interviewed by a selected committee of the Common Council prior to appointment.

Deadline for Applications: Close of Business, Friday, February 28, 2020.

Policy Statement

The Common Council is committed to assuring that its appointments to city boards, authorities or commissions is representative of the diversity of Albany's population. Consistent with the City of Albany Human Rights Law, it is the policy of the Common Council to prohibit discrimination because of race, color, religion, sex, national origin, sexual orientation, gender, age, disability, marital or domestic partner status in all aspects of its personnel policies, programs, practices and operations.