Thompson Springs HOA Advisory Board

Volunteer Position Description

Organization: Sammy's Place / Oregon COAAST Network
Project: Thompson Springs Accessible Housing – Nehalem, Oregon
Position: Volunteer HOA Advisory Board Member

About Thompson Springs

Thompson Springs is an accessible homeownership community being developed in Nehalem, Oregon. The 10-home community is designed to create affordable, accessible homeownership opportunities, with a particular focus on people with intellectual and developmental disabilities (I/DD) and others who benefit from accessible housing.

As Thompson Springs moves toward welcoming its first homeowners, Sammy's Place is forming a volunteer **HOA Advisory Board** to help guide the development of a fair, inclusive, and sustainable community.

Purpose of the Advisory Board

The HOA Advisory Board will provide community perspective and practical guidance during the development and homebuyer selection phases of Thompson Springs.

The Advisory Board will focus primarily on two areas:

Homebuyer Selection Guidance

- Help develop and review a fair, transparent, and accessible homebuyer selection process.
- Provide input on eligibility, application, outreach, and selection procedures.
- Help identify and reduce barriers that may prevent people with disabilities from successfully navigating the homebuying process.
- Support an equitable process that reflects the mission and goals of Thompson Springs.
- Provide guidance on reasonable accommodations and accessible communication throughout the application and selection process.

HOA Development Guidance

- Provide input as the Thompson Springs Homeowners Association is established.
- Review proposed HOA policies, community expectations, and homeowner responsibilities through an accessibility and inclusion lens.
- Help identify policies that support both individual homeowner rights and a healthy shared community.
- Consider accessibility, shared-property responsibilities, communication, conflict resolution, and long-term community sustainability.
- Help create a foundation for transitioning HOA leadership to Thompson Springs homeowners.

What We Are Looking For

We are seeking volunteers who bring thoughtful community perspectives and are interested in accessible housing, disability inclusion, affordable homeownership, or community development.

Helpful experience may include:

- Lived experience with intellectual, developmental, or other disabilities
- Family members or advocates of people with disabilities
- Affordable housing or homeownership programs
- Fair housing or disability accessibility
- HOA or property management
- Real estate, lending, or financial education
- Community development
- Social services
- Local community knowledge

Professional experience is welcome but **not required**. Lived experience and community perspective are equally valuable.

Volunteer Expectations

Advisory Board members should:

- Attend scheduled advisory meetings and participate in discussions.
- Review materials in advance when requested.
- Approach homebuyer information with confidentiality and respect.
- Disclose potential conflicts of interest.
- Support fair, consistent, and nondiscriminatory processes.
- Maintain a person-centered and accessibility-focused approach.
- Work collaboratively with Sammy's Place, project partners, and fellow Advisory Board members.

Because the Advisory Board may discuss prospective homebuyers or sensitive financial and personal information, members may be asked to sign confidentiality and conflict-of-interest agreements.

Time Commitment

This is a volunteer position. Meetings are expected to occur periodically during the homebuyer selection and HOA development process, with the frequency decreasing as the community becomes established and governance transitions to homeowners.

Virtual participation may be available when appropriate.

Our Goal

The goal of the Thompson Springs HOA Advisory Board is to help create more than accessible homes. We want to help establish a community where homeowners understand their rights and responsibilities, have a meaningful voice, and can participate as independently as possible.

The Advisory Board will help ensure that the systems surrounding Thompson Springs are designed with the same commitment to accessibility and inclusion as the homes themselves.