

TOWN OF IGNACIO
BOARD OR COMMISSION
APPLICATION FORM

Board or Commission being applied for: _____

Applicant legal name: _____

Address: _____

Phone: _____ Cell: _____

Reason for wanting to serve: _____

Why do you believe that you qualify for this vacancy? _____

Do you live within the Ignacio Town limits? Yes _____ No _____ How Long? _____

Are you a Registered Voter? Yes ___ No ___ email _____

With at least a week's notice can you attend late evening meetings? Yes _____ No _____

What is your previous experience in community or other public affairs? _____

Which groups have you done volunteer work for in the past or currently? _____

Education and or Training _____

Applicant Signature: _____

Date: _____

Revised by Manager: 02/25/14

POLICY FOR THE SELECTION OF BOARDS AND COMMISSION APPOINTMENTS

1. If the Commission or Board is established as a result of statutory or ordinance requirement and it is required by that statute or ordinance, the applicant/appointee must be from the Town Limits of the Town of Ignacio.
2. The applicant/appointee must submit to the Town Staff an application form. The form must have on it the Board/Commission being applied for, the reason why the applicant would like to serve, the reason why the applicant believes he/she is qualified for the position. The applicant must give the Town Staff signed authorization to do a background check on the applicant along with the information about the applicant required to make that background check if applicable.
3. If requirements beyond the requirements of this policy are provided for by an ordinance or state statute, the applicant and the Board of Trustees must adhere to those requirements as considerations prior to an appointment being made.
4. If it is the desire of the Town Board of Trustees, the interested applicant may be interviewed by a committee of Town Staff and two Board of Trustee members appointed by the Mayor or Mayor Pro-tem.
5. The selected candidate by the committee will be recommended to the Board of Trustees for appointment. If possible, the candidate will be present at the time of appointment.

Adopted: 2/13/2013