



COMMITTEE/BOARD APPLICATION



APPLICANT INFORMATION			COMMITTEE/BOARD APPLYING FOR:			
last name		first		m.i.		preferred name
street address						
city		state		zip		
phone		email				
Do you have any felony convictions that relate to fitness for membership?	yes <input type="checkbox"/>	no <input type="checkbox"/>	If yes, explain.			
Do you currently serve on a town committee?	yes <input type="checkbox"/>	no <input type="checkbox"/>	If yes, explain.			
Do you have any immediate family members that currently serve on a town committee?	yes <input type="checkbox"/>	no <input type="checkbox"/>	If yes, explain.			
Most boards/committees meet in the evenings. Are you available for night meetings?					yes <input type="checkbox"/>	no <input type="checkbox"/>
REASONS AND MOTIVATION FOR WANTING TO SERVE ON THIS COMMITTEE/BOARD						
RELEVANT KNOWLEDGE, SKILLS, OR EDUCATION						
Please attach a resume or tell us about any skills, experience, or education you have relative to this committee or board. This may include the following: school, apprenticeships, vocational training, military training, classes or workshops you have attended, special job-related skills and qualifications acquired from employment, professional registrations, licenses or certifications, and/or other training or experience.						



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ETHICS AND CONFLICTS OF INTEREST

The Town of Summerfield requires that all committee/board members adhere to the following code of ethics included in the Consolidated Committee Ordinance (O-2015-02). Each committee member is expected to act in a manner to maintain their integrity and independence, yet be responsive to the interests and needs of the town, Council, and staff.

1. *Committee members shall understand the committee's role as an advisory one and respect the decisions made by the Council and staff.*
2. *Committee members have legitimate interests (economic, professional, and vocational) of a private nature. Committee members shall not be denied, nor should they deny to other committee members or citizens the opportunity to acquire, retain, and pursue private interests, economic or otherwise, except when conflicts with their responsibility to the public cannot be avoided. Committee members must exercise their best judgment to determine when this is the case.*
3. *Committee members will understand that the actions of their committee may interfere with, or be counter to, the actions of another committee of the Town. When this occurs, it is incumbent upon committee members to properly discuss the issues arising from such conflict and be willing to accept the decisions made by other committees, staff, and Council as acting in the best interest of the citizens of Summerfield.*
4. *Committee members should conserve town resources in their charge and employ town equipment, property, funds, and personnel only in legally-permissible pursuits and in a manner that exemplifies excellent stewardship.*
5. *Committee members have a fiduciary duty (see "Definitions") to the town and committee, not their own or other private interests. Any possible fiduciary conflicts shall be disclosed to the committee, Town Manager, and Council.*
6. *At the Council's discretion, a background check may be performed on any committee applicant.*

By signing below, you are agreeing that you will abide by the above ethics and all rules of procedure established by the Town of Summerfield for volunteer committee/board members.

DISCLAIMER AND SIGNATURE

I certify that all of the statements made in this application and any attached documents are true, complete, and correct to the best of my knowledge and belief and are made in good faith. I understand that any false statements or information may be grounds for rejection of my application or dismissal if appointed.

Signature _____ Date _____

The Town of Summerfield is an Equal Opportunity Employer (EOE) and considers applicants without regard to race, color, religion, sex, national origin, age, marital or veteran status, the presence of a non-job-related medical condition or handicap, or any other legally-protected status.

Please mail completed application form to:
Town of Summerfield, Attn.: Town Clerk, PO Box 970, Summerfield, NC 27358
or hand deliver to: 4117 Oak Ridge Road, Summerfield, NC 27358.