



Application to Become Involved

Thank you for your interest in serving on one of Roscommon's boards or commissions! Volunteers help to secure our community's beauty and promote its enhancements.

Board/Commission you are interested in serving (indicate up to three):	
Name:	
Home Address:	
Home Phone:	Work Phone:
Cell Phone:	Email:
Please note your preferred method(s) to be contacted: <input type="checkbox"/> Home Phone <input type="checkbox"/> Work Phone <input type="checkbox"/> Cell Phone <input type="checkbox"/> Email	
Residency is required for most boards and commissions. <input type="checkbox"/> I am a resident. If so, for how many years? _____	
Occupation: _____ (if retired, please provide your career)	

Before submitting your application, please be sure to attach a brief letter indicating the following:

- Why are you applying for a board or commission seat?
- How do you believe your appointment would benefit the village?
- Describe your involvement in the community on a board/commission or in another volunteer capacity.
- Any other helpful information relevant to your application.

While it is not required, a resume is helpful in the recruitment process for Village boards and commissions.

- YES NO Are you in default to the Village?
If yes, please note applicants in default to the Village are not eligible for consideration.
- YES NO Do you or immediate family members currently serve on a Village board or commission?
If yes, which board? _____
- YES NO Are you or immediate family members currently employed by any branch of any level of government?
If yes, how so? _____
- YES NO Did you attach the required letter outlining the items requested above?

The applicant acknowledges that the Village may be required from time to time to release records in its possession. The applicant hereby gives permission to the Village to release any records or materials received by the Village from the applicant as it may be requested to do so as permitted by the Freedom of Information Act, MCL 15.231 et seq.

Signature Date

Please return your application, letter, and optional resume to Frances Dawson, Clerk/Treasurer, 702 Lake St, Roscommon, MI 48653.
If you have any questions, please feel free to contact our office at (989) 275-5743. Again, thank you for your interest!

702 LAKE ST., P.O. BOX 236, ROSCOMMON, MI 48653 | ROSCOMMONVILAGE.COM | PH: (989)275.5743 | FAX: (989)275-5998



Supplemental Information: Please review the attached “Boards and Commissions Application Attachment” for the desired qualifications for each board and commission. Check the appropriate box or boxes to indicate whether you have experience or professional credentials that may be needed to fill a specific seat.

Boards and Commissions Application Attachment

Planning Commission

Members are appointed by the Council. Members must be Village residents qualified by experience and/or training in matters related to land use planning. Please check below if you have experience in:

- Architecture
- Building Construction
- Civil Engineering
- Facilities Management
- GIS/AutoCAD
- Historic Preservation
- Land Use Planning
- Landscape Architecture
- Property Maintenance/Management
- Real Estate/Development/Law

Zoning Board of Appeals

Members are appointed by the Council. Members must be Village residents qualified by experience and/or training in matters related to construction, land use planning and/or zoning. Please check below if you have experience in:

- Architecture
- Building Construction/Engineering
- GIS/AutoCAD
- Land Use Planning
- Real Estate/Development/Law
- Zoning

Cemetery Board

Members are appointed by the Council. Members must be Village residents qualified by experience and/or training in matters related to the board. Please check below if you have experience in:

- Real Estate/Development/Law
- Applicable volunteering experience

Parks and Recreation Advisory Board

Members are appointed by the Council. Members must be registered voters in the Village or Township qualified by experience and/or training in a variety of disciplines. Please check below if you have experience in:

- Advertising/Marketing/Public Relations
- Banking/Finance

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- Fitness/Recreation
- Forestry
- Land Use Planning
- Landscape Architecture
- Physical Education
- Public Administration

Applicants should possess general knowledge or the desire to gain necessary knowledge for the board which they are applying for. Applicants should also possess the following skill set when considering joining a board. Please note that this list is not all inclusive, nor will an applicant be turned down for a position due to a lack of any of the listed skills. We have previously found that those members that are most successful either already possess some or all of the listed skills below, or are open to expanding their current skill set.

Preferred skill set includes, but is not limited to:

- Comfortable speaking in public and able to articulate your ideas and concerns
- Self-motivation
- Analytical thinking
- Customer service
- Comfortable utilizing technology
- Knowledge in Public Development