

**APPLICATION FOR VILLAGE OF FRANKFORT
CLERK APPOINTMENT**

Name: _____

Address: _____

Phone: _____

Occupation: _____

Date: _____ Email: _____

Thank you for requesting an application for appointment to the position of Clerk for the Village of Frankfort. In the event of a vacancy, state law calls for the Mayor to appoint a new Clerk with the advice and consent of the Village Board.

Your application will be reviewed by Mayor Holland and the Board of Trustees. Interviews of finalist and appoint will likely occur in June. Please submit your application to Theresa Cork at the Village Administration Building, 432 W. Nebraska Street, by May 17, 2019.

You are asked to address the following questions. The questions are not academic in nature and do not have a “right or wrong” answer. However, they do provide the ability to better understand your vision and your concerns for Frankfort.

Please feel free to provide a copy of your resume or other pertinent documents you may wish to submit in support of your application.

1. Why are you interested in becoming the Clerk for the Village of Frankfort?

2. Please list prior experiences that you feel best qualify you for the position of Village Clerk.

3. What do you know about the responsibilities of a Village Clerk?

4. What are Frankfort's strongest assets? What are its greatest challenges?

5. What is your vision for the community?

6. Please Comment about the amount of time you are willing to devote to the position of Clerk.

SIGNED: _____ DATE: _____