

# **Announcement**

## **December 19, 2022**

NOTICE IS HEREBY GIVEN that a vacancy exists on the Charter Township of Union's Trustee Board. This Trustee position term ends November 20, 2024. The remaining members of the Board intend to fill the vacancy by appointment prior to February 14, 2023.

Please submit a written letter of interest and a completed Township application, addressed to the Township at its mailing address, 2010 S. Lincoln, MT Pleasant, MI 48858, or via email to [tgreen@uniontownshipmi.com](mailto:tgreen@uniontownshipmi.com)

Applications can be found here :

<http://www.uniontownshipmi.com/Portals/0/Documents/Admin/NOTICE%20OF%20BOARD%20AND%20COMMISSION%20VACANCIES%20fillable%20form.pdf?ver=2022-03-23-105638-703>

All applications must be submitted by close of business on January 16, 2023. The letter of interest should discuss qualifications for the position of Trustee. Any applicant wishing to apply for the Trustee position must reside in Union Township and be registered to vote therein.

### **Trustee Statutory Duties**

- Township legislators, required to vote on all issues
- Responsible for township's fiduciary health
- Other duties as assigned by board

**In addition to the statutory duties, each local official should be able to:**

- Demonstrate knowledge about township government responsibilities, functions, and powers
- Communicate and listen effectively
- Utilize consensus-building techniques and motivate others to achieve desired outcomes
- Manage adversity and hostility
- Demonstrate ethical behavior
- Possess vision, especially relative to the township's needs or potential, and utilize public relations skills to positively represent the township
- Understand the roles and responsibilities of other elected and appointed offices
- Demonstrate knowledge of the various committees, boards and commissions serving the township, including their roles and responsibilities
- Understand how township policies and procedures are set – for more information on this please see the Township's Governance Policy found here:

<http://www.uniontownshipmi.com/Portals/0/Documents/Departments/Manager/Township%20Operations/Policy%20Governance%20Manual-Union%20Township-v%20November%202022%20.pdf?ver=2022-11-30-124521-873>

**End of Announcement**