

# NOTICE OF VACANCY

## FIRE AND POLICE COMMISSIONER

Posted October 15, 2018

### **Position Availability:**

The Village of Roscoe is seeking applications from Village residents interested in serving on the Village's Board of Fire and Police Commissioners to fill a vacancy.

The Village of Roscoe Board of Fire and Police Commissioners is comprised of a three (3) member volunteer board of Village residents appointed by the Village President, and who serve for a term of office of three (3) years. The Fire and Police Commission typically meets twice a month, on the first and third Wednesdays of the month at 6:30 pm at Roscoe Village Hall. Applicants should have a strong desire to serve their community, an interest in the public process, as well as the ability to commit to the monthly meetings of the board.

### **Duties of Fire and Police Commissioners:**

The Fire and Police Commission is an appointed body which is established by Village Ordinance and Illinois State Statute, and whose duties include the following:

- 1) Advertise, accept applications, and conduct testing of police applicants in order to establish an eligibility list for the Police Department, and appoint qualified candidates to fill vacancies for original appointment of Police Officer.
- 2) Establish testing and selection processes that allow qualified employees to participate in the promotional process for the positions of Sergeant and Lieutenant in the Village Police Department.
- 3) Conduct disciplinary hearings or appeals of disciplinary action when charges are brought by the Chief of Police against any member of the Police Department.

### **How To Apply**

Those individuals interested in serving as a member on the Board of Fire and Police Commissioners are asked to submit a letter of interest that will specifically include their full name, residential address, and a brief statement setting forth the reasons that they are interested in the position, including any special qualifications or skills that they may have which will assist them in fulfilling their duties as a Fire and Police Commissioner.

To be considered for this position, letters of interest should be sent to:

VILLAGE OF ROSCOE  
Attn: David Krienke, Village President  
10631 Main Street  
PO BOX 283  
Roscoe, IL 61073