

# The Village of Long Grove

## Volunteer Profile Sheet

### Instructions for Volunteer Profile Sheet:

The Village of Long Grove encourages dedicated and civic-minded residents to participate in their local government. We respectfully request that you provide information regarding your background and experience. This Volunteer Profile Sheet provides a template for suggested information however a resume and cover letter can be submitted instead.

Volunteer Profile Sheets or resumes should be submitted to the Village Hall. Once appointed to a Village position, your information will be kept on file and will be considered public information. Additional questions regarding the process of interviewing and selecting candidates for appointed positions should be directed to Sherry Schlagman at the Village Hall (847) 634-9440 (sshlagman@longgrove.net).

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Home Phone:** \_\_\_\_\_ **Cell Phone:** \_\_\_\_\_

**Preferred e-mail address:** \_\_\_\_\_

**Years in Long Grove:** \_\_\_\_\_

**Occupation:** \_\_\_\_\_

**Business Phone:** \_\_\_\_\_

**Education:** Please list all colleges, technical, trade, and/or military institutions attended, including degrees and majors. Also list any professional/technical designations or licenses you hold:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Position(s) of Interest:

Please enter the appropriate "letter(s)" below to indicate the position for which you are applying (A) and/or position(s) for which you would like to be considered in the future (F). Also indicate any position(s) you currently hold (C) or have held in the past (P):

#### Elected Positions:

Mayor \_\_\_\_\_ Trustee \_\_\_\_\_

#### Appointed Positions:

Plan Commission / Zoning Board of Appeals \_\_\_\_\_

Architectural Commission \_\_\_\_\_

Conservancy Commission \_\_\_\_\_

Arts and Music Council \_\_\_\_\_

**Attendance at Meetings:**

Will your normal travel schedule or other commitments interfere with your attendance at regularly scheduled meetings?

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**Community Service Experience:**

Please list current and previous community service activities, interests, directorships, etc. – public and private. For each activity, indicate the years served and positions held:

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**Other Relevant Activities, Experience, Interests, Skills, etc...**

Please list other activities, specialized skills, knowledge, or professional experience that would contribute to your effectiveness in the positions(s) for which you are applying or expressing possible future interest.

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**Reasons for Volunteering:**

Please state briefly why you are volunteering to serve The Village of Long Grove.

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**Conflict of Interest:**

Do you have any interest in or participate in any professional or personal activity that could lead to, or BE PERCEIVED as, a conflict of interest if you become a candidate or appointee? If yes, please explain:

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**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_