



Town of Stow
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For candidates considering Moderator-appointed committee positions

This document is to give voters interested in applying for Moderator-appointed committee positions an idea of what the Moderator desires from new applicants.

Vacant committee positions are formally posted on the bulletin board outside the Town Building, and are also often (but not always) posted on the town web site. You may also contact the Moderator to ask what current Moderator-appointed positions are open.

The moderator expects from applicants:

1. You should notify the Moderator that you are applying for an open committee position. The moderator can be contacted most easily by e-mail or by phone, but a formal letter is acceptable.
2. You must be a registered Stow voter before you can be appointed.
3. New applicants should supply the Moderator a brief description of your background in town with any specific qualifications for the position. Although desirable, prior experience is not required for any position. Please also include your address, phone number, and an e-mail address (if you have one) for reference.
4. You should arrange for a short, informal interview with the Moderator. The Moderator prefers doing this in person (usually at the library or town building), but by phone is also acceptable.
5. You should plan to attend one or more meetings of the committee you are interested in (either before or after applying). This serves multiple purposes:
 - a. It provides an opportunity for you and the committee members to meet.
 - b. You will have an opportunity to observe the type of work the committee handles and determine if being a member of the committee will be a rewarding experience.
 - c. The moderator will ask for advice on candidates from the committee's chair and possibly other members.
 - d. Showing that your schedule permits attending one or more meetings is an important qualification. This may seem trivial, but committees are legally required to do much of their work within meetings. Sometimes, despite best intentions, an interested candidate discovers that their schedule does not permit regularly attending that committee's meetings.