

Kane County Appointed Positions, Boards and Commissions: Competent and enthusiastic individuals are needed to serve and are encouraged to apply. This is an excellent opportunity for citizens to become involved in local government decision making.

Kane County will have openings of the following:

1. *Example* – Fire District Board
 - · Vacant positions shall be posted on the County’s web site for at least ten (10) days.
 - · Kane County Connects will write a section for vacated positions
 - The online Application should be completed and submitted.

Process:

Director of Development & Community Services Department for Kane County, Illinois, shall provide to the Kane County Board Chairman a listing of all Kane County appointed Positions, Boards and Commissions positions to be filled in the coming year. He/she will also provide a copy to each County Board member.

The Kane County Board Chairman, with concurrence of the Board, appoints individuals to serve.

A Vacancy Occurs When:

1. An Appointee’s term expires.
2. An Appointee is terminated. The Kane County Board Chairman submits a written request to the Kane County Board asking that an appointee be removed with concurrence of the board.
3. An Appointee Resigns. Resignation must be in writing to the County Board Chairman. The Kane County Board Chairman submits a written request to the Kane County Board naming the appointee’s replacement and asks for concurrence.

Application/Appointments Process:

1. Kane County Board Chairman provides a list of Appointments to the County Board.
2. A press release will be sent to the media seeking applications for vacant positions.
3. Applications are accepted year round.
4. Applicants must apply for available appointments for consideration.
5. After appointments are made, the individuals selected will be notified in writing of their appointment, along with the date their term will begin and expire.
6. Applicants not selected will receive a letter indicating that they were not appointed and that their application will remain on file for one year.

7. Current/expiring term appointees will receive a letter thanking them for their service along with that they are not being reappointed.

