

Pocopson Board of Supervisors Vacancy Application Form

The Pocopson Township Board of Supervisors (“Board”) is seeking a candidate to fill a vacant supervisor position. The selected candidate will serve until the first Monday in January 2028.

If you are interested in applying to be a candidate to be considered by the Board you must submit this application with a letter of interest to Neil Vaughn, Township Manager, at nvaughn@pocopson.org by 4:00 p.m. on Monday, March 16, 2026. Failure to submit all required items in the manner stated by 4:00 p.m. on Monday, March 16, 2026 may result in your application not being considered by the Board.

Candidates’ names will be listed on the agenda for the March 23, 2026 Board meeting for consideration. Candidates are required to attend the March 23, 2026 Board meeting in person in order to be considered. The meeting will start at 6:30 PM and will be held at the Township building located at 664 S. Wawaset Road, West Chester, PA 19382.

The Board members will receive the candidates’ letters of interest and this form in advance of the Board meeting. Candidates should be prepared to make a brief statement (2 minutes) and answer questions from the Board.

Contact Information

Name: _____

Address: _____

Telephone Number: _____

E-mail Address: _____

Questions

Please respond to the following questions. You may attach additional sheets as necessary to respond.

1. How many Pocopson Township Board of Supervisors meetings or other Township committee meetings have you attended over the past two years? _____

2. Have you served on any Township committees, commissions or boards? If so, please describe your involvement. _____

3. Do you have experience serving on any public or non-profit boards? If so, please describe your involvement. _____

4. The Board of Supervisors has two standing meetings, monthly Board meetings on the fourth Monday of the month, and quarterly work sessions on the third Wednesday of the month. Do you have conflicts with the standing meeting nights? From time to time, the Supervisors have to attend additional meeting such as hearings and budget work sessions. Do you have availability to attend additional meetings? _____

5. Are you able to review and respond to emails / telephone calls within 24-hours? _____

6. Why are you interested in serving as a Township supervisor? _____

7. What qualities, skills and experience would you bring to the Board? _____

8. What would you like to accomplish during your term if you were selected as a supervisor? _____

9. What do you feel are the top three (3) challenges facing the Township and how would you propose to address these challenges? _____

10. By submitting this Application, I swear/affirm that:

- a. If selected to fill the vacant position, I will be at least 18 years of age prior to my appointment;
- b. I am a registered elector of the Township;
- c. If selected to fill the vacant position, I will have resided continuously in the Township for at least one year prior to the date of my appointment;
- d. If selected to fill the vacant position, I understand I cannot hold an office or position which in accordance with law is incompatible with the office of Township supervisor;
- e. I am not otherwise ineligible for the office of Township supervisor under federal or state law;
- f. I understand if selected to fill the vacant position, I will need to complete a statement of financial interest;
- g. I understand my letter of interest and application form are subject to access under the Right-to-Know Law; and
- h. The information contained in this application and my letter of interest is true and correct to the best of my knowledge, information and belief.

Signature: _____

Date: _____

Name: _____