

**Clerks Office Use Only**

Rec'd Date: \_\_\_\_\_  
By: \_\_\_\_\_  
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Date: \_\_\_\_\_  
DB: \_\_\_\_\_  
VR: \_\_\_\_\_

**CITIZEN PARTICIPATION APPLICATION  
ONSLow COUNTY ADVISORY BOARDS AND COMMISSIONS**

If you are an Onslow County resident, at least 18 years of age, willing to volunteer your time and expertise to your community. Appointees to Onslow County Boards and Commissions must be registered to vote in Onslow County with the exception of active duty military. Please complete this application and return to:

Onslow County Administration  
234 NW Corridor BLVD.  
Jacksonville, NC 28540

Phone: (910) 347-4717  
Fax: (910) 455-7878  
Email: Julie\_Wand@onslowcountync.gov

I would like to be considered for an \_\_\_ appointment or \_\_\_ reappointment to \_\_\_\_\_  
in the category of: \_\_\_\_\_

Name: \_\_\_\_\_ Home Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: (H) \_\_\_\_\_ (W) \_\_\_\_\_ Email: \_\_\_\_\_

Place of Employment: \_\_\_\_\_ Job Title: \_\_\_\_\_

Describe your current position and duties: \_\_\_\_\_  
\_\_\_\_\_

Education: \_\_\_\_\_

Please describe background or abilities that qualify you for service on this board: \_\_\_\_\_  
\_\_\_\_\_

In order to assure countywide representation, please indicate your township of residence:

- Stump Sound    Jacksonville    Richlands    Swansboro    White Oak

What boards/commissions are you presently serving on, if any? \_\_\_\_\_  
\_\_\_\_\_

List any boards or commissions you have served on in the past: \_\_\_\_\_  
\_\_\_\_\_

List **ANY** businesses or corporations of which you are a stakeholder or have a personal interest: \_\_\_\_\_  
\_\_\_\_\_

Is **ANY** family member employed by Onslow County or to an organization affiliated with the board or commission to which you are seeking membership? \_\_\_\_\_ if yes, please list: \_\_\_\_\_  
\_\_\_\_\_

Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? If yes, please explain:  
\_\_\_\_\_

How did you become aware of Onslow County volunteer opportunities? (Please check all that apply):

- Onslow County Web Page    T.V. (Public Service Channel 10)    Newspaper    Radio  
 Current Onslow County Volunteer    Other: \_\_\_\_\_

**ETHICS GUIDELINES FOR  
COUNTY ADVISORY BOARDS AND COMMISSIONS**

I agree by my signature below that, if appointed, I pledge to comply with the following ethics guidelines for Advisory Boards and Commissions as adopted by the Onslow County Board of Commissioners.

- Members of advisory boards and commissions shall not discuss, advocate, or vote on any matter in which they have a conflict or potential conflict of interest or an interest which reasonably might appear to be in conflict with the concept of fairness in dealing with public business. A conflict of interest or a potential conflict occurs if a member has a separate, private, or monetary interest, either direct or indirect, in any issue or transaction under consideration. Any member who violates this provision may be subject to removal from the board or commission.
- If an advisory board or commission member believes he/she has a conflict or potential conflict of interest on a particular issue, then that member should state this belief to the other members of his/her respective advisory board or commission during the board or commission's public meeting. The member should state the nature of the conflict, detailing that he/she has a separate, private, or monetary interest, either direct or indirect, in the issue or transaction under consideration. The member should then excuse himself/herself from considering and voting on the matter. (In cases where an advisory board or commission member declares a conflict or potential conflict of interest, the member shall excuse himself/ herself from the board table/voting area until all discussion, consideration, and voting is completed on the matter in question.
- Any advisory board or commission member having questions or needing assistance regarding the interpretation of these ethic guidelines or other conflict of interest matters should contact the administrative staff for the respective board or commission. Staff will assist the member with questions and interpretations and may provide a recommendation on whether or not the advisory board or commission member should excuse himself/herself from voting. The member may request that the staff respond in writing. Staff may contact the County Manager for any additional assistance.
- The members of the County advisory boards and commissions shall agree to follow the same Code of Ethics adopted by and for the Onslow County Board of Commissioners.

If appointed, I agree to attend a one-hour orientation which will give an overview of how Onslow County Government operates, its relationship to other governmental units, and an overview of the board to which I am applying.

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

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

\_\_\_\_\_  
**Witness**

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

**Please Note:**

1. This application is considered a public document
2. Please complete one application for each board or commission to which you would like to be considered for appointment or reappointment.
3. Incomplete applications will **NOT** be considered (**applications must be witnessed**).
4. You are encouraged to attend and observe meetings of any boards to which you desire appointment. Information about the board or commission's duties, work, and schedule is available upon request.
5. The above information will be used by the Board of Commissioners in considering your application for appointment.
6. Information from this form may be used in news releases to identify you, if you are appointed.