

# Planning Commission Position Description

## Village and Township

### TASK

- 1 Research and recommend establishment and/or modification of polices
- 2 Act as a liaison between Village and Town Boards and other players as the situation arises. Examples; County, local clubs, and other municipalities.
- 3 As a negotiator you will be expected to treat confidential information appropriately, mainly when asked to by a potential client.
- 4 Attend all meetings of the Planning Commission unless excused
- 5 Identify and analyze problems/issues, identify alternative solutions, project consequences of proposed actions, and help with recommendations.
- 6 Become familiar with the rules of which the community wants to operate within.
- 7 Expected to help as a team member to receive and review progress reports, accomplishments, budgets, and operating plans and share with public officials
- 8 Term on this committee has yet to be decided but hoped as an ongoing position because of Task 1, 3, and 5
- 9 Need to have a sincere love and passion for the community of Ridgeway