



COAL CREEK UTILITY DISTRICT

6801 132ND PL SE | NEWCASTLE, WA 98059 | PHONE: (425) 235-9200 | FAX: (425) 228-7429

Application for Appointment to Coal Creek Utility District – Commissioner Position No. 3

Thank you for your interest in serving the community as a member of the Coal Creek Utility District Board of Commissioners.

The timeline for filling the Commissioner vacancy is as follows:

August 9, 2024: Deadline - Applications due to Coal Creek Utility District by 5:00 p.m.

August 15 to September 11, 2024: Candidate interviews (at an open public meeting; exact date to be determined)

October 3: Last day for Commissioner appointment by the District's Board of Commissioners. The appointment may occur any time after the interviews are complete, until October 3.

To be considered, your complete application must be received by Coal Creek Utility District, 6801 132nd Pl. SE, Newcastle, WA 98059 or emailed to customerservice@ccud.org by **no later than 5:00 p.m. on August 9, 2024**. Applications received after 5:00 p.m. will not be accepted. Additional written information after this date will not be accepted, unless requested by the District's Board of Commissioners.

Please submit the following items to be considered for the position:

- Application (see page 2)
- A cover letter (**1 page**) indicating your interest and general qualifications for the position
- A resume of **no more than 2 pages**
- Completed answers to the Supplemental Questions of **no more than 3 pages total**

The application and any correspondence must be addressed to:

Robert Russell, General Manager
6801 132nd Pl, SE
Newcastle, WA 98059
Email: customerservice@ccud.org

Please Note That:

- Once a Commissioner application is filed with Coal Creek Utility District, it is a public record available to the public.
- The applications received from all candidates who meet the minimum requirements of state law, along with the answers to the supplemental questions, will be available for review by the public the week of the initial interviews.
- If appointed, you will be required by state law to file financial disclosure statements with the Washington Public Disclosure Commission (www.pdc.wa.gov).

Application For Appointment To Coal Creek Utility District Board of Commissioners

Applicant Information

Applicant Name: _____

Residence Address: _____

Telephone: _____

E-Mail: _____

Cover Letter & Resume

Please attach a one page cover letter and a resume of no more than two pages to this application. If you hold, participate in or are involved in any contract(s) with Coal Creek Utility District, please explain your involvement in your cover letter. If you hold any other public office, please state what office and where in your cover letter.

Supplemental Questions

Please respond to the following questions regarding your interest in the position of Commissioner for Coal Creek Utility District on separate pages using no more than 3 pages total:

1. Why are you interested in serving as a Coal Creek Utility District Commissioner?
2. What strength(s) would you bring to the Board of Commissioners?
3. Explain your current and past community involvement and/or service on district, city, other local government or public, or nonprofit boards, committees, task forces, or commissions and how this has contributed to the Coal Creek Utility District community. Address its relevance to the position of Coal Creek Utility District Commissioner.
4. Is there anything else that you may wish to add that would help us get to know you a little better?

Please return this form, your cover letter, resume and answers to the supplemental questions to Coal Creek Utility District, 6801 132nd Pl. SE, Newcastle, WA 98059, or customerservice@ccud.org by **no later than 5:00 p.m. on August 9, 2024**. Applications received after 5:00 p.m. will not be accepted.

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