



Small Town
Big Hearts

HINCKLEY TOWNSHIP

1410 Ridge Road Hinckley, Ohio 44233
330-278-4181 | www.hinckleytp.org

Jack Swedyk, Chairman • Monique Ascherl, Vice-Chairman • Melissa Augustine, Trustee • Martha Catherwood, Fiscal Officer

Re: Township Employment Opportunities

The Hinckley Township Board of Trustees currently have the following positions available:

Board of Zoning Appeals – Alternate positions

The Hinckley Township Board of Zoning Appeals has been established in accordance with Chapter 519 of the Ohio Revised Code in order to hear appeals in interpreting the Hinckley Township Zoning Resolution. The Board is comprised of a 5-member body responsible for hearing appeals from those who are requesting exceptions or variations from Township Zoning Regulations in regard to land use and building requirement. Hinckley Township will maintain two alternate positions.

Public Hearing Meetings of the Board are conducted in the Town Hall Meeting Room of the Administration Building on the fourth Wednesday of the month when scheduled. Meetings are generally held at 7:00 p.m. The Board also will hold a Regular Meeting on the second Wednesday of the month at 7:00, or work session when necessary.

Members of the Board of Zoning Appeals are appointed by the Board of Trustees for 5-year terms. Alternate members are appointed annually. The position is compensated at a rate of \$35.00 per hearing (including site review.) Compensation for a Regular Meeting or work session is \$30.00. Previous experience is not required, though the applicant must be a resident of Hinckley Township and be interested in the educational opportunities available in regards to the position.

Zoning Commission – Zoning Member position and Alternate positions

The 5-member Hinckley Township Zoning Commission is responsible for making recommendations for amendments and changes to the Zoning Resolution of the Township to the Township Board of Trustees. Hinckley Township will maintain two alternate positions.

Meetings of the Board are conducted in the Town Hall Meeting Room of the Administration Building on the first Thursday of the month. Meetings are generally held at 7:00 p.m.

Members of the Zoning Commission are appointed by the Board of Trustees for 5-year terms. Alternate members are appointed annually. The position is compensated at a rate of \$35.00 per meeting, work session, site review and/or public hearing. Prior experience is not required, though the applicant must be a resident of Hinckley Township and be interested in the educational opportunities available in regards to the position.

Please note: Interviews will be scheduled on January 2nd prior to the Organizational and Regular Meetings.

If you are interested in meeting with the Trustees to discuss your qualifications for the available positions, please forward a letter of interest and a resume by mail to:

The Hinckley Township Board of Trustees
1410 Ridge Road
Hinckley, OH 44233

Or via email to:
speterlin@hinckleytp.org

Deadline to respond is December 15, 2023 by 12:00 noon. Please include the notation “Employment Opportunity” on all correspondence and specify which board you are applying for if you have a preference.

Respectfully,

The Hinckley Township Board of Trustees