

Requirements for appointment to serve as a Council member to represent the Town of Windsor

Pursuant to the Charter of the Town of Windsor Section §3.10, a vacancy on the council shall be filled within 45 days by a majority vote of the remaining members of the Windsor Town Council. The citizen of the Town of Windsor appointed by council shall hold office until the qualified voters fill the vacancy by special election and the person so elected has qualified. A special election for the Town Council seat is expected to take place during the November 2023 General Election.

Eligibility for consideration and appointment requires the following:

- Must have been a resident and registered voter of the Town of Windsor for at least one year
- Must be at least the age of 18
- Must not be a convicted felon or have been convicted of any crime that would preclude the right to hold office
- Must complete and submit a cover letter and resume
- Must meet all other qualifications to hold office, pursuant to the Code of Virginia

The Windsor Town Office must be in receipt of all cover letters and resumes no later than January 9, 2023, by close of business, which is 5:00 p.m., in any submission formats; electronic submission, United States Post, or electronic mail, at the following addresses: Town of Windsor, 8 E Windsor Boulevard, P. O. Box 307, Windsor, VA 23487 or windsor@windsor-va.gov.