



Benzie Conservation District District Director Role Description

I. Purpose

The Board of Directors is collectively responsible for the operation of the Conservation District to ensure its success as well as its compliance with all legal and regulatory obligations. As locally elected public officials, District Directors develop policy that is then implemented by employees and resource personnel.

District Directors provide input to the BCD Board of Directors and its employees during regularly scheduled meetings with a focus on policy review and planning.

II. Key Tasks of a District Director

- A) Uphold and promote the goals, values, and objectives of the BCD
- B) Become familiar with and advocate for the programs and services of the district
- C) Establish basic background knowledge on board governance, officer roles, and matters relating to the conduct of business of the BCD and attempt to pursue continued learning
- D) Contribute relevant insight and expertise to arising issues within the BCD
- E) Act within the rules of the BCD and comply with its policies and procedures
- F) Carry out the action tasks assigned to directors as part of the strategic plan
- G) Regularly attend monthly Board meetings and other relevant committees pertinent to the individual's background and assignments
- H) Regularly attend MACD Conferences and Regional Meetings (recommended one (1) MACD Conference per year)
 - I) Regularly attend BCD events (recommended one (1) BCD workshop, sale, volunteer event, or field day)
- J) Vote on official business at Board meetings
- K) Act or represent themselves as a fully elected public official

III. Duration

- 4-year term

IV. Remuneration

- A) Mileage will be reimbursed at the federal rate for any travel to and from BCD Board and committee meetings or any other BCD related travel
- B) \$35.00 is remunerated for time spent at BCD Board and committee meetings



V. Personal Qualifications

- A) Willingness to devote the necessary time (average of 5-10 hours a month) and effort to attend regularly scheduled Board meetings. Commitments included in the time calculation include board meeting preparation and attendance, as well as program promotion and event participation
- B) Strong commitment to and understanding of the goals, values, and objectives of the BCD
- C) Passion and knowledge of conservation, restoration, and natural resource management
- D) Ability and willingness to communicate views clearly and objectively
- E) Sound independent judgment
- F) Willingness to develop understanding of the issues associated with dealing with confidential or sensitive information
- G) Passion for the goals and actions laid out in the strategic plan

This is an elected position: To run please turn in the attached nominating petition form with 5 signatures by _____ to Jon Throop, jthroop@benziecd.org or by mail to 280 S. Benzie Blvd, POB 408, Beulah, MI 49617.