

December 5, 2019

Invitation for Nominations and Position Descriptions: Chair and Vice Chair
Agriculture Workgroup, Chesapeake Bay Program

Nomination/Selection Process:

Nominations for the positions of **Chair** and **Vice Chair** are invited for the Chesapeake Bay Program's Agriculture Workgroup. The chair and vice chair are not required to be designated signatory- or at-large members, but can be nominated from across all participants of the Agriculture Workgroup and the broader Chesapeake Bay Partnership. Nominations. Please send your nominations to Loretta Collins, Agriculture Technical Coordinator (lcollins@chesapeakebay.net) and Allie Wagner, Water Quality Goal Implementation Team Staffer (Wagner.Alexandra@epa.gov) by January 17, 2020.

Nominees will be verified and invited to provide brief CVs/biographies to be posted in advance of the AgWG February meeting. At its February Face-to-Face meeting, the AgWG will be asked to elect its new chair and vice-chair. The chair and vice-chair would begin their two-year terms at the March 2020 monthly meeting of the AgWG.

About the AgWG: The Agriculture Workgroup is a sector specific, technical group that advises and reports to the Water Quality Goal Implementation Team (WQGIT) on all aspects of policies, programs, and research related to the reduction of pollutant loads delivered from agricultural activities within the Chesapeake Bay watershed. The full charge to the Agriculture Workgroup (AgWG) can be viewed at: http://www.chesapeakebay.net/groups/group/agriculture_workgroup.

Position Descriptions:

- **Chair Responsibilities:** Two-year term. On average, the position is expected to require 5 to 7 hours per month (1-2 days for face-to-face meetings), dependent on current AgWG activities.
 - a) Facilitate and moderate monthly meetings of the AgWG, currently three face-to-face meetings that rotate between the states and monthly, two-hour remote (web and phone) based conference calls.
 - b) Convene additional meetings in support of the AgWG and in between regularly scheduled meetings as needed and to ensure progress on special or time-sensitive initiatives.
 - c) Coordinate with AgWG staff in the development of meeting agendas and workload priorities.
 - d) Provide leadership in establishing and facilitating AgWG meeting and work priorities.
 - e) Serve as liaison to the WQGIT including participation on monthly, three-hour remote (web and phone) based conference calls and bi-annual two-day face-to-face retreats.
 - f) Facilitate consensus building within meetings and through active outreach to AgWG participants between meetings, as needed.

- g) Provide occasional (as requested) presentations/reports to other Chesapeake Bay Program entities including the Citizens Advisory Council and the Science and Technical Advisory Council.
 - h) Interact with other sector teams on issues of cross-sector relevance as well as the Modeling- and Watershed Technical workgroups.
 - i) Support and foster expert panel development addressing BMP and other science-based evaluations.
 - j) Serve on special initiatives of the AgWG such as verification development for the agriculture sector.
- **Vice- Chair Responsibilities:** Two-year term followed by stepping into the role of Chair for an additional two-year term.
 - a) Similar to Chair responsibilities, the Vice-Chair will support the Chair's role and activities and lead them in the absence of the Chair.
 - b) Vice-Chair would be committed to stepping into the Chair role following the Chair's tenure (2 years).