

**Position description:**  
Citizen Advisory Committee (CAC)

**Position:** Citizen Advisor on a committee of the Riley Purgatory Bluff Creek Watershed District (RPBCWD)

**Type:** Volunteer

**Term:** CAC memberships are renewed on a 2-year basis; no term limits

**Time Commitment:** CAC members meet on a regular basis. This may include monthly meetings and special topical meetings as needed. Citizen advisors are expected to attend at least 2/3 of these meeting and show commitment to the duties of the committee.

**Reports to:** The RPBCWD Board of Managers

**Purpose:** The CAC meets monthly to advise the RPBCWD Board of Managers, to assist in developing programs and activities that help improve and protect the water resources of the RPBCWD. The CAC fulfills legislative requirements for watershed districts (Minnesota Statutes: Section 103D.331).

**Scope of duties:** In accordance with Minnesota Statutes § 103D.331, the CAC is organized to advise and assist the Riley-Purgatory-Bluff Creek Watershed District Board of Managers on all matters affecting the interests of the watershed, and to make recommendations to the managers on all projects and improvements. The duties of the CAC include: supporting the mission and goals of the RPBCWD; reviewing and commenting on reports, minutes, activities, programs and projects of the RPBCWD; considering issues pertinent to the functions and purposes of the RPBCWD; advising in decision-making; raising issues of concern from the public; providing guidance on and assisting with coordination of volunteer activities; reporting to the Board of Managers on the content of CAC meetings and resulting recommendations.

**Membership Policy**

The board of managers typically limits the membership number to 12 individuals.

Preference is given to applicants who:

- Are residents of the RPBCWD (check our website for district boundaries, or call 952-607-6512)
- Represent a balance of areas across the watershed district, and diversity of backgrounds
- Are property owners, employers or employees in the RPBCWD

**Desired Qualifications:**

- Interest in natural resource protection/management, education & outreach, planning, etc, and fulfilling the duties of the CAC
- Ability to serve as a liaison to the RPBCWD for the area where you live/work
- Ability to work and communicate effectively with others

**Benefits:**

- Learn more about the watershed and issues facing our land and water resources
- Become an engaged citizen and meet other community-minded people
- Participate in watershed activities and trainings

For more information on the actions and activities of the CAC, visit: [rpbcd.org](http://rpbcd.org)