

Washington County Conservation District

Associate Director Requirements (FINAL)

1. Associate directors are officially appointed by the Washington County Conservation District Board of Directors. Associate directors will not vote on board decisions but can assist in providing information to the Board of Directors in the decision-making process based on their experience and expertise.
2. Associate Directors should come from a wide variety of backgrounds to provide assistance to the conservation district in their specialties, if needed. Consideration of specialties will be given when selecting Associate Directors. These specialties include, but are not limited to, sportsmen, civic leaders, bankers, teachers, clergy personnel, businessmen/businesswomen, homemakers, farmers, and engineers.
3. Associate Directors will be required to attend at least six (6) district meetings unless unusual circumstances prevent attendance. An unusual circumstance would be for example: an extended illness.
4. Associate Directors will be eligible to attend a State Executive Council Meeting of the Pennsylvania Association of Conservation District Directors. The Associate Director will be reimbursed for all expenses provided the following:
 - a. They have been an active Associate Director for at least two (2) years;
 - b. They must have the Directors' approval;
 - c. They will be reimbursed for only one meeting per year;
 - d. Only one (1) Associate Director per meeting will be reimbursed;
 - e. An Associate Director may be permitted to attend in place of a director that cannot attend, provided that director regularly attends these meetings and is assigned to a committee; and
 - f. The district's financial situation must be able to handle the additional expenses.
5. The status of the Associate Director will be reviewed annually by the board of directors. Those Associate Directors that have not met the requirements will be removed from the rolls unless the Directors determine that unusual circumstances warrant retention of the Associate Director in question. Associate Directors will be on a three (3) year term unless they do not meet the criteria, above. A vote by the Board of Directors will determine a follow-on three (3) year term for Associate Directors if requesting another term.
6. Associate Directors must complete Attachment A (Washington County Conservation District Associate Director Application).