

January 12, 2016

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

Nomination/Selection Process: Nominations for the positions of **Chair** and **Vice Chair** are invited for the Chesapeake Bay Program (CBP) Partnership's Agriculture Workgroup (AgWG). 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. Please send your nominations to Mark Dubin, Agriculture Technical Coordinator (mdubin@chesapeakebay.net) and Lindsey Gordon, Water Quality Goal Implementation Team Staffer (Lindsey.Lindsey@epa.gov) by January 31, 2016.

Nominees will be contacted by the coordinator to verify willingness to serve and asked to provide brief CVs/biographies to be posted by February 3, 2016. At its February 17-18 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 2-year terms at the April 2016 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:** Suggested two-year "term". On average, current co-chairs project that the position requires 30 to 35 hours per month. Over the next two years (2016-2018), given the development, review, and implementation of a new CBP suite of modeling tools (Phase 6.0), as well as the Phase 3 Watershed Implementation Plans (WIP), the activities of the AgWG may increase.
 - a) Facilitate and moderate monthly meetings of the AgWG, currently four (quarterly) two-day 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 coordinator and staff on the development of the meeting agendas, workgroup objectives, and workload priorities.
 - d) Provide leadership in establishing and facilitating AgWG meeting and work priorities in conjunction with the workgroup coordinator.

- e) Serve as liaison to the WQGIT including participation on monthly, three-hour remote (web and phone) based conference calls and annual, bi-annual two-day face-to-face retreats.
 - f) Facilitate consensus building both within the 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 Committee and the Science and Technical Advisory Committee.
 - 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 BMPs and other science-based evaluations.
 - j) Serve on special initiatives of the AgWG; e.g. conferences and workshops, Nutrient Management Task Force (current crosswalk between state programs with revised 5.3.2 recommendations for nutrient management); BMP verification development for agriculture, etc.
- **Vice- Chair Responsibilities:** Suggested two-year “term” followed by stepping into the role of chair for an additional two-year “term”. On average, current co-chairs project that the position requires 30 to 35 hours per month.
 - a) Similar to the chair responsibilities, the vice-chair will support these roles and activities and lead them in the absence of the chair.
 - b) Vice-chair would be in a position to step into the chair role following the chair’s tenure (2 years) and by consensus of the AgWG.