

## **Citizen Advisory Committee (CAC) Volunteer Job Description**

Title: Citizen Advisory Committee (CAC) Volunteer

Reports to: Lower Minnesota River Watershed District Board of Managers and Staff

### *Overall Responsibilities*

Act as liaison between the Lower Minnesota River Watershed District (District) and residents. Increase public awareness by educating District residents about actions to protect and improve water resources and habitat within the District. Advise District Board of Managers and staff on issues important to residents.

### *Key Areas of Responsibility / Tasks*

1. Brainstorm ways to inform residents about the District and its resources, for example:
  - a. Host neighborhood meetings
  - b. Organize, promote, and staff county and community fairs as well as other events
  - c. Educate landowners on vegetative buffers
  - d. Develop and install educational signs
  - e. Stencil storm sewer catch basins
  - f. Organize and coordinate tours of District projects
2. Partner with local community groups for education and outreach, for example:
  - a. Boy/Girl Scouts
  - b. School groups
  - c. Senior citizen groups
  - d. Veteran's groups
  - e. Non-profit environmental groups
3. Develop education and outreach plan, incorporating information gathered from tasks 1 and 2, including timelines and budgets that can be used in the District's 5<sup>th</sup> Generation Watershed Management Plan
4. Develop and implement habitat improvement projects
5. Collect water level and water quality data
6. Advise Board of Managers on other issues within the District

### *Qualifications*

1. Have an interest in protecting and preserving the water and natural resources within the District, including the Minnesota River, Seminary Fen, Eagle Creek, Assumption Creek and many others
2. Reside within the District boundaries