



ADVERTISEMENT FOR WETLAND WORKGROUP VICE CHAIR POSITIONS

The Habitat Goal Implementation Team (HGIT) is currently looking to fill **two Vice Chair positions** as part of the re-structuring of the Wetland Workgroup. The Wetland Workgroup will be led by a Chair and two Vice Chairs (tidal and non-tidal) and assisted/supported by a Coordinator and Staffer both housed at the Chesapeake Bay Program (CBP) Office. The Coordinator and Staffer work directly with all Workgroups of the Habitat Goal Implementation Team (HGIT), other GITs, and the Chesapeake Bay Program Partnership.

PRIMARY ROLES AND TIME COMMITMENT

Our current Workgroup Chair will set the vision for the Wetland Workgroup in achieving the 2014 Chesapeake Bay Watershed Agreement outcome. The Chair will take a lead role in the guidance and facilitation of Workgroup actions, with support from the Vice Chairs, the Coordinator, Staffer, and committee leads that may be assigned from the Workgroup membership. The Workgroup Chair is guided by the HGIT Co-Chairs and the CBP leadership. The **Chair position** will:

- Prepare for and represent the Wetland Workgroup at 2 HGIT Workgroup Chairs meetings and 2 HGIT meetings per year. Attend additional meetings, including Management Board, STAR, STAC, Forestry, Healthy Waters, etc., as relevant to and necessary for coordination, collaboration and in progress toward CBP Wetland Goals;
- Help guide development and implementation of, as well as tracking/reporting progress toward the Workgroup's 2-year action plan;
- Interface with Vice Chairs to communicate progress, challenges and needs regularly to HGIT Chair(s), Coordinator, and Staffer;
- Engage and participate with other GITs and Workgroups on cross-GIT issues and projects.

The **Tidal Vice Chair** and **Non-tidal Vice Chair** will work closely with the Workgroup Chair and will alternately perform Chair duties in the Chair's absence. The time commitment contributed in a year may be approximately 100 hours per Vice Chair, though it may be more. This estimate is flexible and will vary depending on projects undertaken and how the work evolves. Rough estimates are given for each task below. The **Vice Chair positions** will:

- Plan and lead Workgroup meetings on alternating months on their perspective topic (tidal/non-tidal) and work with the HGIT Staffer to focus agenda items on meeting the outcomes of the 2025 Bay Agreement (30 hrs/yr);
- Work with HGIT Staffer and Workgroup Chair to maintain Workgroup membership lists and communication with members, including separate membership lists for tidal and non-tidal (~5 hrs/yr);
- Help Workgroup to develop project ideas and submit proposals via the annual GIT funding program opportunity, and assist with guiding and managing Workgroup project(s) that are conducted by outside contractor(s) (~40+ hrs/yr);
- Contribute to developing messaging to public audiences about tidal and non-tidal wetlands, opportunities, and progress, in coordination with CBP communications staff (~15 hrs/yr);
- Engage and participate with other GITs and Workgroups on cross-GIT issues and projects (~10 hrs/yr).

CHAIR AND VICE CHAIRS DESCRIPTIONS:

The **Chair** is responsible for managing the overall strategies and performance of the Workgroup as it relates to the Bay Outcome. This includes responsibilities for working with the Vice Chairs and the HGIT team on priorities necessary to meet the outcome, development of performance metrics, science needs, and a 2-year action plan, representing the Workgroup in various forums, and continually improving performance through an adaptive management approach.

The **Vice Chairs** provide assistance to the Chair and alternately lead Workgroup meetings. This includes responsibilities for planning work activities, implementation of the action plan, aligning partner resources with program priorities, and managing outcomes, respective to either tidal or non-tidal wetlands.

If you are interested in filling one of these positions or if you'd like more information, please contact: Chris Guy (chris_guy@fws.gov), Gina Hunt (gina.hunt@maryland.gov), and Bill Jenkins (Jenkins.bill@epa.gov).