



PEOPLE • CONSERVATION • RESOURCES

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Conservation District Associate Directors

Associate directors are officially appointed by the district board. Associate directors do not vote on board decisions, but their knowledge and experience can be great assets for decision-making information and in assisting with conservation district programs. They may be given as much power and responsibility as regular directors; however, legal responsibility remains with the board of regular directors. Associate directors increase the number of people working on district programs and make it possible to establish an effective committee structure to oversee various programs and operational functions.

When appointing associate directors, consideration should be given to selecting people from all walks of life, such as sportsmen, civic leaders, bankers, teachers, clergymen, business-men, housewives and farmers. Associate directors should be selected in order to expand the scope of district activities and programs with their individual skills, interests and experiences. Associate directors may also be selected on the basis of representing areas of the county not represented by district directors or in other ways suited to your district's needs. Districts may often have specific jobs that require particular training and expertise and may seek individuals to fill those needs as associate directors. Districts may also ask retired directors or professional people who are still active and interested to serve in such a position. There is no limit on the number of associate directors a district may have.

Being an associate director provides excellent training for men and women who are potential directors. Generally, it takes a director several months to become acquainted with all of the district's programs and activities. Being an associate director provides individuals the opportunity to test their talents and determine for themselves the kind of contributions they can make to the district program. As is the case with directors, associate directors may be paid mileage and out-of-pocket expenses as authorized by the board.

Qualifications for Associate Directors

- General interest in conservation of natural resources.
- Willingness to abide by the Conservation District Law, the Handbook for Pennsylvania's Conservation District Director's guidelines, and the policies and procedures set forth by the Schuylkill Conservation District Board of Directors.
- Commitment to the District's objectives.
- Possession of education or experience in areas relevant to the District's programs.
- Have sufficient time to effectively participate in the District's activities.

Role of Associate Directors

Associate directors are encouraged to participate in district programs, except for making motions and voting during board meetings.

The Chairman has the discretion to appoint any associate director as a member or chairman of any district committee.

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Reimbursement for expenses, at the same rate paid to directors, such as mileage and meals for attending PACD meetings, can be made only if appropriated for in the budget year or if funds become available at a later date and with board approval. Reimbursement must come from the conservation district's funds, not from the funds appropriated from the State Conservation Commission which is for directors' travel only.

Revocation of Appointment

Associate directors may not act on behalf of the conservation district without the knowledge of and the approval of the Board of Directors. Any such action is grounds for immediate revocation of appointment. Such actions may include making unauthorized telephone calls, visits, or other unauthorized representation of the Board of Directors and/or staff.

The Board may revoke the appointment of any associate director at any time during the year by a majority vote.

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