



2776 Sullivan Road, Sebastopol, CA, 95472  
(707) 823-5244  
[www.GoldRidgeRCD.org](http://www.GoldRidgeRCD.org)

## Director Application

### Information for Prospective Associate RCD Directors

The Gold Ridge Resource Conservation District is seeking interested parties to serve as an Associate Director. Associate Directors are eligible to become Directors once a seat is vacant. If selected for Associate Director, the term of office is one year and can be extended upon Board approval. This is a volunteer organization, and Directors are not financially compensated for service.

Applications are due by email, hand or mail delivery to the Gold Ridge RCD office by Friday, July 9th, 2021, 4pm. Please deliver your application to: [Brittany@goldridgercd.org](mailto:Brittany@goldridgercd.org) or Gold Ridge RCD, 2776 Sullivan Rd, Sebastopol, CA 95472 (please call for directions if hand-delivering your application).

### Board Overview:

RCD boards consist of five, seven or nine directors as specified in Section 9301(a) of Division 9. Currently the Gold Ridge RCD Board has 5 directors. The number of directors can be changed through a resolution adopted by the majority of the board of directors. The change must be published at least once in a newspaper of general circulation in each county the district serves. The RCD must also notify the County Board of Supervisors of any vacancies created by a larger board, or resignations, created as a result of a smaller board.

RCD directors serve four-year terms;

There is no limit to the number of terms or length of time a director can serve;

Directors are appointed by the County Board of Supervisors;

In cases where the district is in more than one county, the Board of Supervisors that represent the largest geographic portion of the RCD appoints the directors after conferring with the other counties;

Both new and multiple term directors must qualify for office and take an oath of office upon (re)election or (re)appointment.

### Application for Director includes:

Personal information about the candidate as requested in the application

Recognition of the requirements of a full Director

### Associate Director Responsibilities:

Meeting Attendance: Each Associate Director is expected to attend all regular meetings unless reasonable explanation is provided. Associate Directors provide technical support and personal



2776 Sullivan Road, Sebastopol, CA, 95472  
(707) 823-5244  
[www.GoldRidgeRCD.org](http://www.GoldRidgeRCD.org)

opinions regarding RCD programs, long-range plans and annual plans in connection with the goals and visions of the RCD. Associate Directors are non-voting members of the RCD Board. The Associate Director positions shall be completely voluntary, with no compensation, and shall not have the right to vote, nor function as an alternate.

Duties: Associate Directors are expected to support and represent the RCD above and beyond the monthly Board meetings. The RCD Board of Directors approves duties or tasks to be accomplished by Associate Directors. Generally, Associate Directors may accomplish the same duties and tasks as full Directors, except voting. Specifically, the RCD's Long Range and Workplan ([see the 2020-2025 Strategic Plan here](#)) guide all Directors' and Associate Directors' actions and tasks. Associate Directors activities should complement and reinforce these work plans.

Expenses: Upon prior approval of the RCD Board of Directors, an Associate Director may be reimbursed for specific expenses in connection with his/her activities on behalf of the District. At no time will there be a blanket approval for any expense.

Conflict of Interest: The Associate Director shall at all times, comply with the [Conflict of Interest laws and policies](#) applicable to Directors, except the requirement for filing Statements of Economic Interests.

Training: Associate Directors will be required to attend Ethics Training and Sexual Harassment Prevention training, as required by law for Directors of RCDs.

After the Application Submission Deadline:

After the application filing period has closed, applicant eligibility will be verified.

Contact Information:

Brittany Jensen, Executive Director, (707) 823-5244x11, [Brittany@GoldRidgeRCD.org](mailto:Brittany@GoldRidgeRCD.org), Gold Ridge Resource Conservation District, 2776 Sullivan Rd, Sebastopol, CA 95472 (please call for driving directions).