



**Gold Ridge Resource Conservation District
Associate Director Application - Due Friday July 9th, 2021**

Instructions: **Please type or print in ink.** This application will be retained for a period of one year only. After one year it is necessary to file a new application for another year of eligibility. For assistance, contact the Gold Ridge RCD Office by phone, (707) 824-5244.

Applicant Information:

1. Full Name:		
_____	_____	_____
Last	First	Middle Initial

2. Date of Birth: _____ Day Month Year	3. Telephone Number: () _____ Cell Phone Number: () _____
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4. Residential Address:		
Street:		
City:	State:	Zip:
5. Mailing Address (if different):		
Street:		
City:	State:	Zip:

6. Are you a resident within the Gold Ridge Resource Conservation District? <input type="checkbox"/> Yes <input type="checkbox"/> No (if no, fill out section below & attach letter)
7. If not a resident, why are you interested in this seat?
8. Why do you seek to serve as an Associate Director?

If I become an Associate Director, I understand I will be asked to fulfil the following responsibilities.



Yes No

- Ensure that the provisions of the district’s charter (Division IX California Resources Code) are being followed.
- Adherence to state conflict-of-interest laws governing elected/appointed
- 2 hours of mandatory [ethics training](#) for Special District Board Members upon appointment and every two years afterward, and act accordance with those standards.
- Attend annual Sexual Harassment Prevention Training and submit completion certificate
- Attend regularly scheduled District Board meetings (currently the third Thursday of each month, 3:30-5:30pm) and be involved in other ongoing District activities.
- Provide leadership to the District’ Executive Director.
- Build local, state, and national partnerships to support district activities, both technically and financially;
- Interpret the RCD's work and values to the community, represent the RCD, and act as a spokesperson.
- Interpret our constituencies' needs and values to the RCD, speak out for their interests and hold the RCD accountable.
- Ask questions and request information. Treat Board and Staff with respect and respect other points of view. Share questions or concerns. Study documents and issues in advance of meetings and arrive to Board meetings on time.
- Participate in the development of strategic and annual plans.
- Ensure programs are consistent with strategic and annual plans.
- Provide input on policy(ies)
- Provide fiduciary oversight – Annual Budgets, Monthly Financial Reports

Optional Information:

Occupation/Title:	Employer:
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Education:	
School Name/ Location:	Date(s) Attended:
School Name/ Location:	Date(s) Attended:

List all County board, commissions or committees of which you are now or have been a member. Indicate dates of service.

Summarize your qualifications related to the group(s) listed above. (What experience or special knowledge do you bring to your area of interest?)

Please list your affiliations with professional and/or community groups:

The RCD aims to have a diverse board that reflects our community. What demographics in our community do you represent? How will do you plan to represent your community's needs as an RCD Associate Director?

Additional Information:

Give any additional information explaining your qualifications, experience, training, education, volunteer activities, community organization memberships, or personal interests that bear on your application for the Board. Attach additional sheets as necessary.

Appointees to Board are not considered County employees for purposes of benefits, such as Workers Compensation, health insurance, etc.

I hereby declare that I am a qualified applicant for the office of Associate Director and that I meet the qualifications as noted above.

Signature of Applicant: _____ **Date Signed:** _____