

CITIZENS ADVISORY COMMITTEE (CAC) POSITION DESCRIPTION

Position: Resident Advisor of the Minnehaha Creek Watershed District (MCWD)

Type: Volunteer

Purpose: The CAC advises the MCWD Board of Managers on matters affecting the interests of the Watershed District to help advance MCWD's vision of Balanced Urban Ecology across the watershed.

Main duties: In accordance with Minnesota Statutes § 103D.331, the CAC is organized to advise and assist the Minnehaha Creek Watershed District Board of Managers in the following areas:

- Consider issues relevant to the functions and purposes of the Watershed District;
- Examine, refine and build upon the strategy and communication for District's key initiatives;
- Review and advise on the budget, capital improvement plans, and District projects or activities;
- Advise and assist in decision-making;
- Raise issues of concern from the public.

Membership policy: Applicants must be residents of the Minnehaha Creek Watershed District. Selection will prioritize a cohort of members who represent a range of communities and bring a diversity of professional experience, demographic identities, and personal backgrounds.

Term: Members serve two-year, staggered terms. There are no term limits.

Benefits of service:

- Play a role in regional, watershed-wide efforts to improve local communities
- Learn about your watershed and issues impacting its natural resources
- Network and learn from your peers

Desired qualifications: MCWD welcomes applications from residents bringing a variety of personal and professional experiences. Strong candidates demonstrate:

- Curiosity in the work of a watershed district, local government, or the regulatory environment
- Effective communication skills, especially providing clear, constructive feedback
- An interest in environmental, natural resource, or community development issues
- An ability to think critically at a system-based, regional scale
- A desire to foster a supportive, proactive group culture
- Past experience as a active community participant

Time commitment: CAC members meet every other month (6 times/year), may attend special meetings as needed, and are asked to review materials in advance of meetings, for a total time commitment of approximately 20 hours per year. Meetings generally occur on the third Wednesday of the month at 6:30pm. Members are expected to attend at least four meetings a year to remain in good standing.

Reports to: The CAC meets at the request of and makes formal recommendations to the MCWD Board of Managers. The CAC is facilitated by the MCWD Outreach Program and District Administrator.

Apply by 10-19-26: minnehahacreek.org/about-the-district/committees/citizen-advisory-committee/

Questions? Reach out to shoppe@minnehahacreek.org or call 952-641-4518.