



**Stakeholders' Advisory Committee**  
TO THE CHESAPEAKE EXECUTIVE COUNCIL

**Position Description: Stakeholders Advisory Committee Member**

**About:** The Stakeholders' Advisory Committee advises the Chesapeake Executive Council and their senior staff, known as the Principals' Staff Committee, on achieving the goals of the *Chesapeake Bay Watershed Agreement*. For more information on how the Chesapeake Bay Program is organized, please see the [organizational chart](#). Since 1984, this group has provided a non-governmental perspective on the Bay cleanup effort and on how Chesapeake Bay Program policies and programs affect those who live and work in the Chesapeake Bay watershed. You may access more information about the Advisory Committee, including past agendas and Quarterly Meeting minutes on the [Stakeholders' Committee's webpage](#).

**Position Description:** The Committee is composed of 28 volunteer members who are appointed by either the governors of the watershed states, the mayor of D.C., or the Board of the Alliance for the Chesapeake Bay. Members of the Committee provide diverse stakeholder perspectives to inform the Chesapeake Bay Program's policy, prioritization, planning, and implementation efforts, culminating in an annual set of recommendations that are delivered to the Chesapeake Bay Program's Executive Council.

**Specific Duties of the Position:**

- Attend and participate in 4 quarterly meetings annually.
- Review briefing materials in preparation for quarterly meetings.
- Members are required to serve on at least one standing subcommittee and expected to attend virtual subcommittee meetings in preparation for quarterly meetings.
- Assist with the development of SAC recommendations, reports, and outreach materials as needed.

**Minimum Qualifications & Experience:**

- Have a strong interest, knowledge, or experience in improving the health of the Chesapeake Bay watershed
- Lives (or works) within the Chesapeake Bay watershed
- Is willing and able to participate in regular quarterly meetings
- Is not otherwise officially represented in the Chesapeake Bay Program (i.e. member of another Advisory Committee or part of the Chesapeake Bay Commission, etc.)

**Hours and Travel:** This position requires travel throughout the Chesapeake Bay watershed, including to Maryland, Pennsylvania, Virginia, Delaware, and the District of Columbia for two of the four quarterly meetings. The other two will be fully virtual. The position is part-time (estimated 4-8 hours per month, or 56 hours per year)

**Expenses:** This is a volunteer position. Stakeholders' Members are reimbursed for reasonable travel expenses, like mileage. Lodging and meals during quarterly Stakeholders' meetings are provided at no cost to members.