

Chesapeake Bay Program's Land Use Workgroup (LUWG) Call for Nominations: At-Large and Vice/Co-Chair

The Land Use Workgroup (LUWG) is a technical workgroup that advises and reports to the Water Quality Goal Implementation Team (WQGIT). Through the direct involvement of local stakeholders, the LUWG oversees the development and review of high-resolution (1-meter cells) land use/land cover data with sufficient categorical detail to inform current and future versions of the watershed model and multiple outcomes outlined in the 2014 Chesapeake Bay Watershed Agreement. The full charge to the LUWG can be viewed on our [website](#).

The LUWG is now accepting nominations for 3 at-large members and a vice/co-chair for the 2024 – 2025 term. Please see below for the a) [vice chair position description](#) and the b) [at-large member position](#) description. Feel free to share widely with your networks.

Please submit all nominations to Jackie Pickford (pickford.jacqueline@epa.gov) and Sarah McDonald (smcdonald@chesapeakebay.net) by **COB Thursday, January 18th, 2024** with the following information:

1. Contact information (name, affiliation, email).
2. Short C.V., resume, or bio (addressing the nominee's background).

Nominations will be accepted from the full partnership and will be reviewed and selected by the signatory members and mid-term at-large members. **When nominating someone, please first confirm that they are interested in the position and agree to be nominated.**

For the nomination process, we will be following CBP WQGIT's [governance protocols](#). Following the nomination period, a poll will be sent via email to the current governance membership (signatory and mid-term at-large) to rank the nominees. All nominee information will be posted on a meeting calendar event page. After the polling process, the top nominees will then be sent to the WQGIT for subsequent confirmation.

A) Co-Chair / Vice Chair Position

Nominations for the positions of **co-chair or vice chair** are invited for the Chesapeake Bay Program's Land Use Workgroup (LUWG). The vice chair is not required to be a current signatory or at-large member of the LUWG but can be nominated from across all participants of the LUWG and the broader Chesapeake Bay Program partnership.

- **Vice- Chair Responsibilities: One-year term followed by stepping into the role of Chair for an additional three-year term.**
 - a) Collaborate with LUWG leadership (Chair, Coordinator, and Staffer) and Cooperative Agreement partners to plan and facilitate regular LUWG meetings (currently, 2-hour meetings per quarter).
 - b) Participate in monthly prep calls with the LUWG leadership (1 hour per month).
 - c) Assist with fostering discussion on agenda topics to ensure active participation from workgroup members.

- d) Support the Chair's role and lead meetings in the absence of the chair.
 - e) Assist the Chair in reviewing presentation materials, data, and supporting documents to ensure accuracy, consistency, and transparency for LUWG members and the partnership.
 - f) Support the LUWG leadership team in reviewing and preparing adaptive management (Strategic Review System, SRS) materials to report LUWG progress to the Management Board every 2 years, including the development of a 2-year workplan (logic and action plan) and management strategy.
 - g) The vice chair would be expected to rise into the chair role following the end of the chair's tenure (February 2025).
- **Chair Responsibilities:** Two-year term. On average, the position is expected to require 4-6 hours per month, dependent on current LUWG activities.
 - a) Facilitate and moderate monthly meetings of the LUWG (standard 2-hour remote meetings each quarter, occasional in-person meetings ~1 meeting/year).
 - b) Coordinate with LUWG leadership in the development of meeting agendas and workload priorities.
 - c) Provide leadership in establishing and facilitating LUWG meeting and work priorities.
 - d) Facilitate consensus building within meetings and through active outreach to LUWG participants between meetings, as needed.
 - e) Interact with other workgroups and GITs as necessary on issues of cross-sector relevance (e.g., Water Quality GIT, Habitat GIT, Forestry WG, Modeling WG, etc.).
 - f) Review presentation materials, data, and supporting documents to ensure accuracy, consistency, and transparency for LUWG members and the partnership.
 - g) Support the LUWG leadership team in reviewing and preparing adaptive management (Strategic Review System, SRS) materials to report LUWG progress to the Management Board every 2 years, including the development of a 2-year workplan (logic and action plan) and management strategy. Present materials/progress/roadblocks, as needed, to the Management Board.
 - h) Optional: Serve as a liaison to the WQGIT including participation on monthly, three-hour remote meetings.
 - i) As-needed: Convene additional meetings in between regularly quarterly calls as needed to ensure progress on special or time-sensitive initiatives.

B) At-large Member Positions

Self-nominations for at-large members will be accepted. Re-nomination of members who hold the current position (Erik Fischer, CBF, Norm Goulet, NVRC, Mark Symborski, MCPD) will also be accepted. The LUWG scope and purpose are posted on the [LUWG website](#). Additional details below.

Position: At-Large Member (3 open positions)

Length of Term: 2 years, starting March 2024

Time Commitment (estimated):

- Monthly Meetings - 2 hours/quarter (third Wednesday of the month from 1 PM – 3 PM).
- Prep Work - Average of ~2 hours/quarter assuming 1 hour of individual prep and 1 hour of follow-up work or discussions. Varies by member and active topics.

Position Description:

At-large members actively participate in the operations of the Workgroup. Members are responsible for using subject matter expertise to improve the effectiveness of the group, advance work outlined our scope, purpose, and goals, as well as make progress on actions outlined in our 2-year workplan. Members are expected to:

- Use their positions and expertise to positively influence actions within their organization that either directly or indirectly impact the ability to meet LUWG goals and objectives.
- Engage with the LUWG leadership as necessary on important policy or management decisions throughout the year.

Additional Info:

At- large member positions are traditionally held to empower non-signatory partners in the decision-making process. Priority for at- large membership will be reserved for nongovernmental organizations, quasi-governmental organizations, Federal Agencies, academic institutions, and other local practitioners that have a role in land use planning or conservation for protecting the health of the Chesapeake Bay.

The time commitment for members varies but is flexible, particularly for at- large members. It is recognized that at- large members are more likely to have a harder time consolidating their normal work responsibilities with LUWG activities than some partners or signatories. LUWG leadership is flexible to accommodate the perspectives and participation of all members to the extent feasible.

Please reach out to Jackie Pickford (pickford.jacqueline@epa.gov) with any questions or concerns.