



# DIRECTORS ELECTION INFORMATION

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Marion Soil and Water  
Conservation District  
for election year 2024



The Marion SWCD is an equal opportunity employer, providing services to the public without regard to race, religion, color, sexual orientation, gender identity, national origin, mental or physical disability, marital status, age or other protected status or activity in accordance with applicable law.

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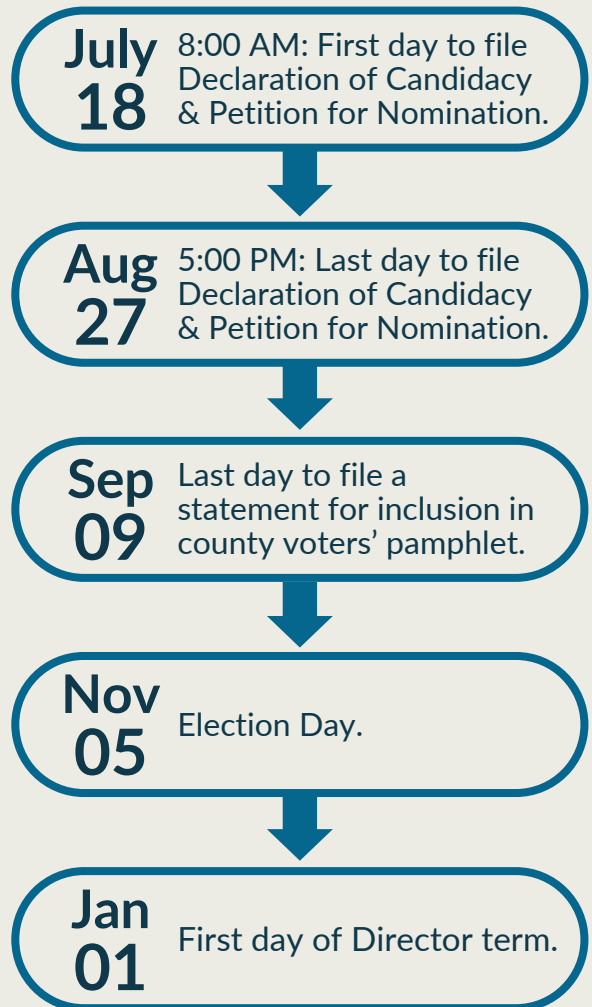
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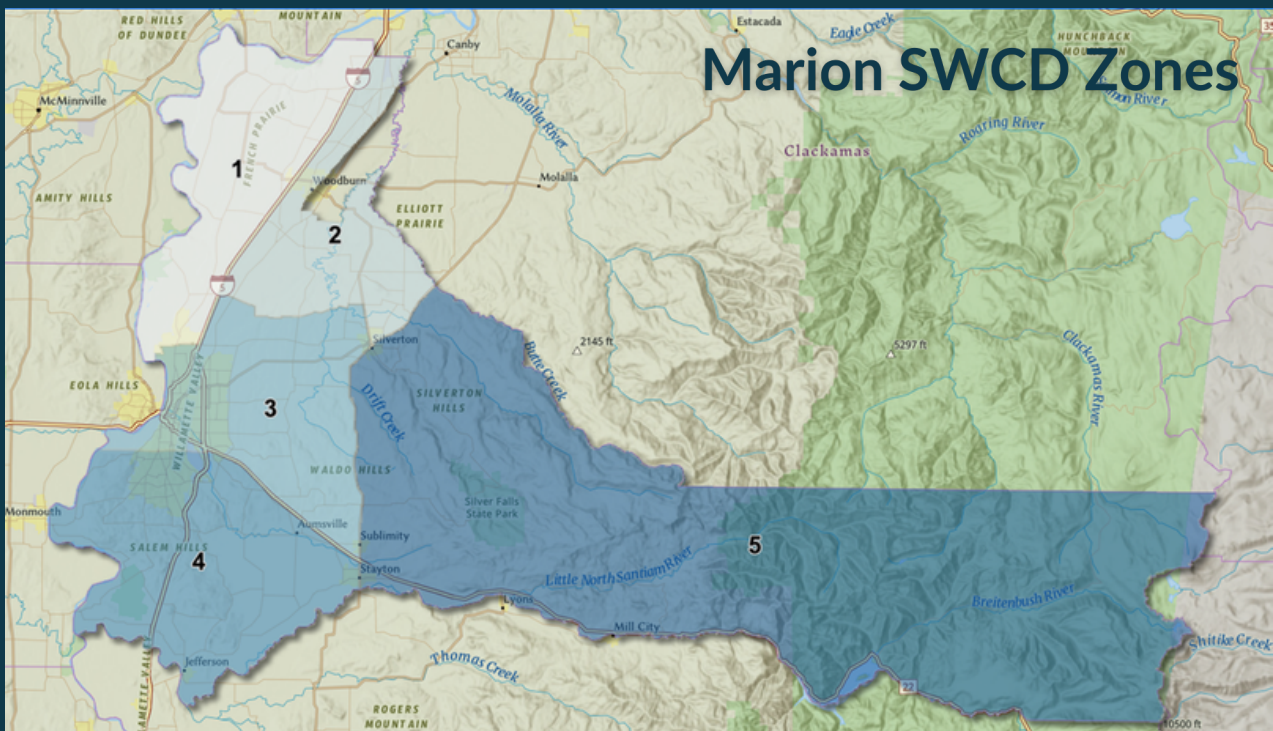
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# Important Dates 2024



View a searchable zone map online at <https://bit.ly/MSWCD-zones-map>.



# About Marion SWCD

## A Special District

Soil and Water Conservation Districts are special districts with no regulatory authority. Special districts are the most basic, grassroots form of government. Other examples of special districts include fire districts and irrigation districts. Approximately 900 special districts exist in Oregon, 45 of which are soil and water conservation districts.

Marion Soil and Water Conservation District is divided into five zones as shown in the map at left. Each Zone is represented by a Zone Director position; the other two Director positions are At Large and represent the entire MSWCD.

## Mission and Origin

The mission of the Marion Soil and Water Conservation District is to protect, conserve and improve the quality of soil and water in Marion County through planning, technical assistance, and education. MSWCD got its start in 1971 when three smaller soil and water conservation districts merged. MSWCD serves residents of Marion County, except for those residing in a small portion of northern Marion County, which is not a part of the MSWCD.

In Marion County, three conservation districts were organized between 1947 and 1953 in response to public demand, with offices in Stayton, Silverton, and Mt. Angel. The districts were organized to work on problems associated with flood control, riverbank stabilization, weed control, improvement of fertility and any other problems affecting the best use of land and water resources within Marion County.

In 2000, Marion County electors voted to fund MSWCD with a permanent rate limit of \$0.05 per \$1,000 assessed land value. The District receives revenue in the vicinity of \$1.5 million/year and employs 9 full-time and 2 part-time staff. Learn more about MSWCD and its programs at [www.marionswcd.net](http://www.marionswcd.net).



# Seeking Candidates for Board Membership

The Marion Soil and Water Conservation District Board of Directors (Board) is comprised of seven Directors. Each Director is elected by the registered voters of the district to serve a four-year term. The MSWCD has four Director positions up for election in 2024: Zones 1, 2, 4, and At Large 1.

## Eligibility

Two types of director positions are available: At Large and Zone. Check with the MSWCD office to determine if you are eligible for an At Large position or a Zone position. Oregon Department of Agriculture (ODA) will review the information provided on the Declaration of Candidacy form to ensure the candidate qualifies for the position.

## At Large Director Requirements

- Must reside within the boundaries of the MSWCD.
- Be a registered voter in that District.

## Zone Director Requirements

- Must reside within the zone they represent in the MSWCD.
- Be a registered voter in that District.

## Average Time Commitment

Directors attend monthly board meetings, which typically last 3 hours. They spend about 1.5 hours per month reading board meeting packets and associated materials. In addition to board meetings, all Directors are members of the Budget Committee, which usually meets once and sometimes twice a year. The majority of Directors also participate in other committees, which hold at least six 1-hour meetings per year. In addition to these duties, Directors are invited to participate in the District's education and outreach events. The total time commitment ranges from 72-88 hr/yr (6-8 hr/mo).

## Attend Board Meetings

We recommend attending a Board meeting or two prior to deciding to be a candidate to understand what Director duties entail. Meetings are held the first Wednesday of the month from 6:30 to 9:00 PM. Check the [events calendar on the MSWCD website \(www.marionswcd.net/events/\)](#) for meeting dates and information to attend.



# What Directors Provide

## Community Service

Members of the public have a real impact on the services provided by conservation districts. Board members extend the reach of the MSWCD; a board rich in skillsets, perspectives, identities, and lived experiences can help the organization develop programs and services that meet the conservation needs and interests of the wide range of community members found in Marion County.

## Legal Compliance

A board member of Marion SWCD serves on a seven-member Board of Directors (Board) and is responsible for conducting the business of the MSWCD in compliance with [Oregon Revised Statutes Chapter 568](#). The Board has the legislative authority and power to establish policies and procedures that are in the best interest of the residents it serves. The Board ensures that the District achieves its mission in an ethical, transparent, accountable, and prudent manner.

## Strategic Impact

Individually, Directors do not have any power, but acting collectively the Board of Directors works to create a positive impact on the community. Together, the Board makes decisions and sets policy at a strategic level through participation in Board meetings, strategic planning sessions, and committee assignments. Board members also do the following:

- Attend the Board meeting held on the first Wednesday of each month (sometimes special meetings can be held to address specific issues).
- Serve on committees.
- Review and adopt the annual budget.
- Approve financial reports.
- Set goals and evaluate progress towards those goals.
- Hire and evaluate the District Manager.
- Connect with the community – attend community events as a representative of the District to learn what community members' conservation needs and interests are and share that information with MSWCD staff.



# Why Serve on the Marion SWCD Board?

## How Service Benefits You

By serving on the Board of Marion SWCD, you will:

- Reap the rewards of being part of a diverse and collaborative team, where Directors and staff value the MSWCD roles, perspectives, and skill sets each member brings to the table.
- Gain experience in government and leadership that can translate into other potential career or political opportunities.
- Stay informed on current conservation concerns and ecological science.
- Attend trainings to understand Director responsibilities and build skills.
- Receive the personal satisfaction of community service: The MSWCD's purpose is to help community members access the tools and information they need to conserve natural resources.
- Get to know us better. Board members become familiar with MSWCD programs and initiatives and feel competent to speak about MSWCD programs with their constituents.

## How Your Service Adds Value to Marion SWCD

- Help the MSWCD extend its reach – the diverse perspectives of new Directors help MSWCD more effectively address the needs and interests of those we serve.
- We can't operate without elected Directors who are willing to volunteer their time and talents.
- Your service helps ensure MSWCD programs and services are informed by diverse voices and accessible to a wide diversity of community members. This can mean the conventional measures of diversity or having a variety of perspectives and experiences on farming practices and ecological science.
- While we provide the community with conservation services, our organization is strengthened by having Directors with skill sets in financial and business management, human resources, public service, education, community organizing, diversity, equity, and inclusion and other knowledge and skill sets.



# How to Become a Director

Currently MSWCD has four Director positions open for election: Zones 1, 2, 4, and At Large 1. If you are interested in running for election you need to complete the following steps.

## Step 1: Declaration of Candidacy and Petition for Nomination

First gather the required documents from the Oregon Department of Agriculture [election page website](#) (Declaration of Candidacy and Petition for Nomination). Circulate the petition for 10 or more signatures among registered voters who reside in the district. Candidates are advised to obtain more than the required number of signatures to ensure the petition contains the required 10 valid signatures of registered voters who reside within the district. Candidates must complete all fields and sign the Declaration of Candidacy for Director form and Petition for Nomination signature sheet, then submit to the County election office for certification. Office is located at 555 Court St NE 2nd Floor Suite 2130, Salem, OR 97301.

## Step 2: Submit Declaration & Petition to ODA

File the Declaration of Candidacy for Director form and the certified Petition for Nomination signature sheet with the Oregon Department of Agriculture SWCD Election Clerk, Sandi Hiatt, at [Sandi.Hiatt@oda.oregon.gov](mailto:Sandi.Hiatt@oda.oregon.gov) beginning July 18, 2024, but no later than 5:00 p.m. on August 27, 2024. Documents received before July 18, 2024 will be returned to the candidate. Electronic submission (e-mail) is the best. Call the phone number 503.986.4704 to submit in person. ODA will review the information provided to ensure the candidate qualifies for the position.

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For all of the details on district elections download a copy of the Elections Manual at: [sos.oregon.gov/elections/Documents/county-city-district-candidates.pdf](https://sos.oregon.gov/elections/Documents/county-city-district-candidates.pdf). Pages 23 and 24 are the most relevant. Other important resources can be found on the Oregon Department of Agriculture's SWCD Elections page at [bit.ly/oda-swcd-elections](https://bit.ly/oda-swcd-elections).



# Get to Know Marion SWCD

## Organizational Guiding Documents

To decide if you are interested in serving a four-year term as an elected Director, learn more about the Marion Soil and Water Conservation District by viewing:

- **Five-Year Plan:** Developed in 2019, this plan includes our mission and vision statements, goals, and objectives. View the plan at [marionswcd.net/about/plans-and-reports/](http://marionswcd.net/about/plans-and-reports/).
- **Annual Report from Fiscal Year 2022-2023:** The annual report shares a snapshot of the District's programs and activities as well as the financial audit. View the '22-'23 Annual Report and past reports at [marionswcd.net/about/plans-and-reports/](http://marionswcd.net/about/plans-and-reports/).
- **Events Calendar:** Our online calendar includes educational/outreach events, board meetings, and committee meetings. View the calendar at [marionswcd.net/events/](http://marionswcd.net/events/).
- **Board Meetings:** Meeting agendas and minutes can be viewed at [marionswcd.net/about/board-meetings/](http://marionswcd.net/about/board-meetings/).
- **District Staff:** The staff work together to help the District reach its goals. View the current positions at [marionswcd.net/about/our-team/staff/](http://marionswcd.net/about/our-team/staff/).

## For More Information

This packet and the roster of current directors can be found online at [marionswcd.net/about/directors/](http://marionswcd.net/about/directors/). For more information or to attend a Board meeting, contact District Manager Brenda Sanchez (info below). You may also visit our office in Stayton by appointment.

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