

Utah Conservation District Supervisor  
**GENERIC JOB DESCRIPTION**

*A CONSERVATION DISTRICT (CD)*

A CD is a unique limited purpose local government entity and a political subdivision of the state with authority from Utah laws. A Board of five elected citizens called Supervisors governs the CD. Private land owners and managers, and others, who request a voting ballot, elect CD Supervisors in a special biennial election.

The purpose of a CD is to: focus attention on private land, water, and related natural resource problems; develop programs to solve those problems; and, enlist the cooperation of the various public and private natural resource agencies and groups who can contribute to the accomplishments of the district's goals and plans.

The CD Board holds regular open public meetings to plan and coordinate district programs. These programs include: conservation project plan review, promotion of conservation incentives like Agricultural Resource Development Loan Program (ARDL), conservation education, special natural resource issue involvement, etc.

CD laws and general limited purpose local government entities laws outlines the duties of the CD. These are summarized on the back of this sheet. Ask current local CD Board members about the duties, programs and priorities in their district.

*SUPERVISOR'S GENERAL DUTIES & OPPORTUNITES (Ask local CD officials for specifics)*

1. Know the land, water, and related natural resource base of the district - their condition, needs, problems, and potential.
2. Learn the duties, needs, and programs of the CD.
3. Attend and participate in CD Board meetings, usually held monthly.
4. Represent the interests of private land manager's on soil, water, and related natural resource conservation issues with other conservation entities and the electorate.
5. Fulfill assignments given by the CD Board, which might include district leadership positions, committee activities, or special assignments.
6. Help identify CD program plans and ask others to assist.

*BENEFITS OF CD SUPERVISOR SERVICE*

1. Receive personal satisfaction for providing a valuable civic service to current and future citizens of the district.
2. Help protect and enhance basic environmental resources.
3. Have the opportunity for personal growth and development.
4. Receive some compensation for personal expenses.

*FOR MORE DETAIL, SEE THE CD SUPERVISOR POCKET HANDBOOK -  
"CONSERVATION AT WORK."*

*See accompanying document for CD legislated duties*

12/3/08

Utah Conservation Districts (CD)  
LEGISLATED DUTIES SUMMARY

Utah State Law 17A-3-805&806 states: "Each district organized under this chapter is a political subdivision of the state has and shall exercise the following functions, powers, and duties" The follow is a summary of the described duties. *Note: the 2008 Legislative action will move the CD law to a different part of the Code, likely to 17D-3-101 thru 310.*

1. Devise and implement, through land users, measures for the prevention of soil erosion, floodwater and sediment damage, and non-point water pollution, such as, but not limited to:
  - a. Developing short and long-range district programs
  - b. Helping land operators prepare conservation plans
  - c. Entering into cooperative agreements with private or public groups to provide or bring about conservation work
  - d. Constructing and maintaining conservation projects
  - e. Disseminating information on resource conservation
  - f. Conducting conservation demonstration projects
  - g. Providing conservation materials and services needed to install projects when those goods or services are not available at a reasonable cost through private industry
  - h. Offering information and assistance to land managers on how to take advantage of conservation programs such as the ASCS-ACP and Utah's Agricultural Resource Development Loan program
2. When necessary, acquire and maintain property, both real and personal, to help bring about conservation.
3. Conduct, publish, and disseminate surveys, investigations, and research about resource conditions and problems or measures needed to maintain or improve them.
4. Make recommendations governing land use within the district such as, but not limited to, provisions requiring:
  - a. The observance of particular methods of cultivation;
  - b. Planting of specific crop programs;
  - c. Following needed tillage practice; and,
  - d. Construction of terraces, terrace outlets, check dams, dikes, ponds and other structures; or
  - e. Prohibiting the tillage and cultivation of highly erosive areas.

12/3/07

*See accompanying document for CD Supervisor Job Description*