



## **Job Description**

### **Trail Council Member** (October 2006)

***The East Coast Greenway Alliance (ECGA) seeks individuals to serve on its Trail Council***

**Trail Council Mission:** The Trail Council helps to build the partnerships necessary to meet the ECGA's objective of completing a fully off-road route. It carries specific responsibility for designating new trail sections as part of the ECGA trail system; for resolving policy issues related to the trail or trail signage; and is mandated to provide, via quarterly progress reports from staff, the oversight necessary to ensure that we complete our 5-year plan of objectives.

**Position Description:** Trail Council members are voting members of this body. Members of the Council are asked to attend up to 3 weekend meetings each year to be held at different locations along the corridor, participate in quarterly conference calls; and take specific responsibility as part of a committee or as an individual point person for some aspect of the Council's work. Participation on the Council promises to be as challenging as it will be rewarding in bringing the ECG vision to reality. Council members must assume their own travel costs for Trail Council meetings.

**General Responsibilities:** Under the direction of the Trail Council Chairman, Mark Fenton, and the Trail Program Coordinator, Trail Council members will be asked to participate in the following tasks:

- Help to build strategic relationships with people, organizations, and agencies responsible for funding and building trails and which can enhance the ECGA objective of completing a fully off-road route
- Participate in reviewing and designating new trail sections nominated for inclusion as part of the ECGA trail system (tri-annual meetings)
- Review revisions to the ECGA Trail Designation Policy and Procedures Manual when necessary
- Assist in policy formulation or refinement regarding any issues that arise related to the trail
- Participate in resolving any bi-state or other routing issues

- Provide oversight related to quarterly staff updates on trail progress and help assess how to better achieve goals
- Take specific responsibility as part of a Working Group or as an individual point person for some aspect of the Council's work.

**Job Requirements:**

- Passionate commitment to mission of the ECGA
- Willingness to assume responsibility as a Trail Council member including chairing one or active participation on two Working Groups
- Attendance at three Trail Council meetings each year (unless excused for a significant cause) and at least 75% of Working Group conference calls
- Current ECGA membership

**Trail Council Working Groups:**

Trail Designation Working Group: Responsible for processing pending trail designations for approval at scheduled Trail Council meetings, and for continually encouraging and soliciting further segments for designation. Also work with staff on reporting current trail status.

Trail Policy Working Group: Revision of ECGA Trail Designation Manual and ECGA Signage Manual. Addressing new trail policy issues.

Skills Development Working Group: Aid ECGA staff and associates in development of skills related to advocating for, planning, designing, building, funding, maintaining, and promoting the trail. Formats may include (but not be limited to): speakers and training sessions, resources and materials, technical assistance, regional meetings, conferences.

Strategic Partnering Working Group: Focused effort placed on building regional and local strategic relationships advantageous to trail construction; critical contacts with those who plan and build the trail. Key partners include: local trails, cycling and walking groups, municipalities and MPOs, county and state DOTs.

**Term of Office:**

Trail Council members will be asked to serve three year terms of office