

## **Washington County MG Oregon Master Gardener Association (OMGA) Representative (and Alternate)**

**Advisor:** Previous OMGA Representative

**Directly responsible to:** Executive Board

**Purpose:** to represent Washington County Chapter with OMGA; to keep Washington County MG Chapter/Board apprised of OMGA activities

**Benefits of the position:** meeting MGs from all over Oregon

### **Major duties:**

- Participate in monthly Chapter and Board meetings
- Assist in conducting day to day Chapter business
- Participate as a voting member of the Executive Board
- Attend quarterly OMGA meetings around Oregon
- Attend Mini-College
- Serve as WCMG point of contact for OMGA
- Keep President and Executive Board informed about OMGA activities
- Prepare/present Chapter activities reports at OMGA meetings
- Send List of OMGA Board and contact information by end of calendar year, following board election.
- Coordinate Chapter activities as they relate to OMGA and Mini-College, including:
  - Search for Excellence
  - Chapter Project Displays
  - Chapter Scholarships
  - Door prizes
  - Enlisting volunteers to help with Mini-College

**Skills needed:** diplomacy, organizational, persuasive, speaking

**Term:** 2 years

**Time involved:** 4 hours a month for Board and Chapter meetings; 3 Saturdays a year for OMGA meetings; 3 1/2 days in July for Mini-College

**Training:** completion of Oregon Master Gardener training; previous experience with Chapter functions and activities

**Budget:** To be prepared/presented during the regular budget preparation cycle

**Support (Chapter and/or Extension Office privileges):** Copying; postage to be reimbursed through Chapter funds.