**NW PARC Seeks Co-Chair and Treasurer**

If you would like to become more involved in NW PARC, the Steering Committee has two opportunities available. NW PARC usually has a pair of co-chairs that head the Steering Committee; presently, we have only one, the valiant Laura Sprague. We also need a new Treasurer to step into the role that Betsy Howell filled for many years.

**Co-Chair:** Two NW PARC Co-Chairs lead the activities of the regional working group. Each has a two-year term, offset by one year such that there is a continuing Senior Co-Chair and an incoming Junior Co-Chair. Co-Chairs attend monthly conference calls of the national PARC Joint National Steering Committee (JNSC), and if possible attend in-person at one JNSC meeting occurring at the annual North American Association of Fish and Wildlife Agencies conference in the Spring season, where the annual national PARC awards are presented. Co-Chairs lead the NW PARC Steering Committee, which includes representatives from all states and provinces in the region, as well as website, newsletter, and social media managers, the Treasurer and past Co-Chairs. Co-Chairs coordinate occasional emails and conference calls of the Steering Committee, and oversee or delegate responsibility for annual activities including: annual meeting planning including partner liaison for annual meeting activities; newsletter production with one article written as Senior Co-Chair in the Spring addressing a summary of the Annual Meeting; steering committee membership; task team activities (if any); voting on national and regional PARC awards; and annual report compilation and submission to national PARC leaders (November). With consent of the Steering Committee, Co-Chair duties could extend beyond a term of two years when incoming Chairs are not identified, with concurrence of the Senior Co-Chair. Recruitment and mentoring of Junior Co-Chairs is a task for the Steering Committee, including Co-Chairs.

**Treasurer:** The NW PARC Treasurer manages the funding resources of NW PARC with the budget coordinator of PARC’s non-profit partner, Amphibian and Reptile Conservancy (ARC), who holds all money in a NW PARC account. The Treasurer has an important role during annual meeting planning, withdrawing funds for meeting costs from ARC and depositing annual profits afterwards. Annually, incoming funding stems from profits of annual meeting workshop fees, registration fees, silent auction, and product sales, some of which may be in proportion to NW PARC participation as agreed upon with annual meeting partners after consideration of deductions for venue and operational costs, student and invited speaker stipends, and awards costs. The Treasurer compiles an annual expense report at the close of the calendar year, and an annual budget plan for the upcoming year, both of which are provided to the ARC budget liaison.

If you would like to help NW PARC by taking on one of these roles, please contact Laura Sprague at nwparc@gmail.com.