

**Meeker County Soil and Water Conservation District
Strategic Planning Agenda**

9:00: Introductions and Perspective

9:10: Background: A brief understanding of how organizations work.

- a. Organizational Purpose
- b. Organizational Process
- c. Organizational Structure
- d. People in Organizations

9:30: The role of staff and the board:

- a. What role does the Board currently fill for the District?
- b. What role do they wish to play in the management of the District?
- c. Does the role of the Board change by adding a district manager?
- d. What roles will change for staff?
- e. How will board/staff communication be different?
- f. What opportunities are staff seeing with the change in structure?

10:00: Break

10:15: Four Questions

1. What are the Strengths of the Meeker County Soil and Water Conservation District?
2. What are the Weaknesses of the Meeker County Soil and Water Conservation District?
3. What are the New Opportunities of the Meeker County Soil and Water Conservation District?
4. What are the Challenges of the Meeker County Soil and Water Conservation District?

10:45: What organizational structure options could work for the Meeker County SWCD?

1. Vertical Hierarchical Org. Structural Model
2. Horizontal or flat org. Structural Model
3. Work Flow Structural Model
4. Network Organizational Model

11:30: A suggestion on a structure for the Meeker County SWCD.

11:30: Questions and Discussion regarding structure

12:00: Lunch

12:45: Using Memorandums of Understanding

1:15: Hiring a District Manager

1. What skills do the Board and Staff want in a District Manager?
2. Will the Meeker County SWCD mission change by adding a District Manager?
3. How will the Board measure outcomes?

1:45: An example of a District Manager Job Description

2:15: Timing and Next Steps