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# Creating An Envirothon Committee

## Getting Started - Creating an Envirothon Committee

### 1. Who should be members of the Committee?

The success of your Envirothon competition will depend on how well you can organize your State/Provincial Envirothon Committee. Historically, coordination of state/provincial committees has been handled by natural resource agencies/organizations.

It is suggested that no more than 12-15 people be chosen to sit on the committee. You may want to include members on your committee from:

- Non-Profit Conservation Organizations - e.g.,

. - Audubon Society

. - Ducks Unlimited

. - The Nature Conservancy

. - Forestry Associations

. - Other

- Natural Resource Agencies - e.g.,

. - Natural Resource/Conservation Associations

. - Provincial/Governmental Resource Agencies

..- or Departments

- Fishery and Wildlife Organizations

- Soil & Water Conservation Districts

- State/Provincial Government Agencies

- University Extensions

- Departments of Education

- Non-profit Educational Programs

There are other key people in your state/province who you may also want to contact about your plans to create an Envirothon Committee. Your search may include:

- State/Provincial Board of Education

- State/Provincial Agriculture, Science, or Environmental Education Coordinators

- State/Provincial Department of Natural Resources Education Coordinator

- National Forest Supervisor

- Projects Learning Tree, Wild and WET coordinators

- Natural Resources Conservation Service Public Affairs Specialists

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## 2. How Do I Form a Committee?

Sometimes it is not obvious who you are going to have on your first Envirothon Committee. If you're lucky, you will have too many potential members. However, if you are stuck at this first step, here are some suggested instructions:

- a. Call an initial meeting to form your Envirothon Committee.
- b. Invite all interested parties.
- c. Find out who will be in attendance and what agencies or groups they represent.
- d. Be sure everyone is clear about the time and location of the meeting.
- e. Given the target number of members you would like on your committee, decide how many representatives from each agency can sit on the committee (e.g., if you have 6 agencies attending the meeting and would like a committee of 12-15 members, allow each agency 2 positions).
- f. If desired, form an advisory committee to accommodate other interested parties.
- g. Proceed immediately to the agenda on the following page or set a date for the first official committee meeting. SEE SAMPLE AGENDA FOR FIRST MEETING