

## **American Oystercatcher Working Group Steering Committee**

The American Oystercatcher Working Group Steering Committee (Committee) will work closely with the American Oystercatcher Recovery Campaign Coordinator to advance the development of the Working Group and set strategies towards meeting the goals of the organization.

**Composition:** The Committee will be made up of a minimum of five individuals that include: the American Oystercatcher Recovery Campaign Coordinator (chair), three at-large members from the American Oystercatcher working group, and a working group member serving as the local liaison for planning the annual meeting. A new liaison will be appointed each year based on the location of the meeting. Committee members will be nominated and selected by members of the American Oystercatcher working group at the annual meeting. Committee members will serve two year terms with the possibility for renewal. Sub-committees will be formed by the Committee when required to achieve specific goals set by the Working Group. Sub-committee chairs will be invited to join the Committee for the length of their specific project or task.

**Decision-making:** The Committee will strive to obtain consensus on all issues, and to work cooperatively to advance Oystercatcher conservation and research. When consensus is not possible, the Committee will follow Roberts Rules to make decisions.

**Meetings and Communication:** The Committee will conduct most business through email and teleconferences. The Committee will meet bi-monthly with the option to call meetings more frequently as needed. The Committee chair will provide a summary of steering Committee and Sub-committee updates and actions to the working group after each meeting. All communications directed to the working group by either the Committee chair or individual Committee members on behalf of the steering Committee will be clearly identified as coming from the Committee.

### **American Oystercatcher Working Group Steering Committee Functions and Responsibilities:**

- a) Ensure conditions exist within the working group for communication and cooperation among land managers, researchers, conservation organizations, state and federal agencies, and members of the public invested in Oystercatcher conservation, management, and research.
- b) Refine and update an overarching strategy to achieve the conservation goals of the American Oystercatcher working group established in the American Oystercatcher business plan
- c) Identify opportunities for collaborative work within the working group or with external partners that advance the conservation and research goals of the working group.
- d) Periodically review working group initiatives and identify gaps that are not addressed, recommend actions, and seek funding as appropriate.

e) Advise national shorebird conservation plans, partners in North and South America, and other groups or individuals that are carrying out shorebird conservation, on needs and results from collaborative work within the American Oystercatcher working group. Keep the working group apprised of broader shorebird conservation initiatives and opportunities for integration and collaboration.

f) Where needed, establish Sub-committees to address major issues or projects that are expected to require significant amounts of Committee time.

g) Provide an annual summary of steering Committee activities/actions at annual working group meetings.

h) Develop an agenda and arrange for the annual meeting of the American Oystercatcher working group, or assign a Sub-committee to accomplish this task.