

County Board Supervisor Board of Supervisors Job Description

Rusk County is a body corporate of the State of Wisconsin. The County Board of Supervisors is the governing body of Rusk County. Rusk County has nineteen districts, and the voters in each district elect one Supervisor to serve on the County Board. The term of office is two years. To be elected as a Supervisor, a candidate must be 18 years of age or older and be a resident of the supervisory district within which they are a candidate at the time election papers are taken out. The duties, powers and responsibilities of the County Board of Supervisors are defined by the laws of the State of Wisconsin under chapter 59 and the Rules of the Board, contained in the Rusk County Code of Ordinances.

County Supervisors are expected to individually contribute to a collaborative effort to set strategic mission goals and make broad policy decisions that support the strategic mission and advance the priorities of the County. Examples of such activities, include, but are not limited to:

- Taking part in the activities of the Board and serving on one or more Standing Committees or Special Committees, Boards and Commissions, as appointed by the County Board Chairperson;
- Participating in the process of debate and voting on proposed ordinances, resolutions and motions in County Board and Committee meetings;
- Providing oversight and advice to the management of the County regarding delivery of County services while refraining from the delivery, management or administration of daily operations of the County;
- Being responsive to the needs of their constituency through effective communication;
- Establishing priorities for the delivery of County services through the annual budget and tax levy.

It is important that County Supervisors understand their distinct role. A Supervisor's role, as part of the team, is to set policies that give guidance to Department Heads. Supervisors help establish goals and parameters for Department Heads to guide them through their daily decision making process. Supervisors should never direct or interfere with an employee's daily work. All issues or concerns about a department's operation should be addressed at a committee meeting.

Service as a County Supervisor is an honor and a trust which compels the office holder to serve the public through use of his or her judgment for the benefit of the public, and binds him or her to uphold the Constitution of the United States, the Constitution of the State of Wisconsin, and to carry out impartially the laws of the Nation, State and County.

County Supervisors, being representatives drawn from society at large, are recognized to hold different views, values, and loyalties that may result in personal conflict.

Personal integrity, courtesy and a willingness to work toward consensus on commonly accepted goals are essential traits as we acknowledge that the County Board of Supervisors' influence and authority comes from collective action and not from individual action.

County Supervisors:

- Are dedicated to the democratic ideals of honesty, openness and accountability in all matters involving County government;
- Are willing to accept responsibility for decision-making that can affect many;
- Understand the County's mission, priorities, challenges, needs and demographics;
- Understand the difference between governance and management and accept that their role is to set policy while management carries out policy;
- Understand the importance of distinguishing between personal opinions and County Board positions when communicating with the public and the media, exert a good faith effort to communicate the full truth about County matters and avoid structuring information to achieve a personal advantage;
- Are good listeners and will speak to issues, but also recognize when discussion must conclude and a decision must be made;
- Are committed to building community partnerships;
- Actively practice and support stewardship of the County's fiscal and natural resources by supporting public policy for the best use of land, water and air consistent with the public interests, community need and a vision for the future and adopt fiscal policies that promote the most effective, efficient and ethical use of public funds;
- Perform the duties of their office with fairness and impartiality to build public confidence in government;
- Support the principle of equal employment and oppose discrimination in all County operations;
- Strive to seek and consider citizen input; and
- Strive for excellence through continuous learning, seek opportunities to acquire skills and knowledge, and dedicate the time necessary to adequately attend to the assignments and duties of the office.

Financial Health

Supervisors have the responsibility for the financial soundness of the Rusk County and will review and approve all financial policies and assure that the budget, capital projects and financial projections are consistent with the Counties mission.

Strategic Direction/Mission Oversight

The Supervisors have the responsibility to determine the future direction that the County will take to meet the needs of their constituents. The Supervisors will, thru the annual budget review process, set priorities, outcomes and expectations.