



**Green Line Extension  
Design Working Group**

**Citizen Co-Chair Role and Responsibilities**

**Role of the Co-Chair**

The citizen co-chair will work with MassDOT's Project Manager on the following tasks:

- Development of DWG meeting agendas, and review of materials the team is providing for the group's review and comment;
- Attendance at all Design Working Group meetings;
- Attendance at subcommittee meetings, as appropriate;
- Consultation with MassDOT co-chair and other team members on materials, meeting dates, and other data or events related to the group's mission and goals;
- Assisting the group in decision making and developing responses to materials and designs;
- Encouraging the participants to focus on agenda items and decision making and supporting the facilitator in advancing those items;
- Participating in community workshops and events to the widest extent possible.

A successful co-chair:

- Supports advancement of the Green Line Extension;
- Has time to commit to the DWG meetings, consultations with MassDOT, and participation in project workshops, subcommittee meetings and public meetings;
- Is willing to seek consensus on issues presented to the DWG and to help facilitate presentation of materials and alternatives to the public during preliminary engineering;
- Is a leader respected by the DWG and the community she/he represents who can balance the views of the corridor communities and consider MassDOT and the MBTA's project requirements.