Title: Member, Second Harvest Northland Board of Directors

Reports To: Board Chair

Role: Serve as a voting member of the board of directors of Second Harvest Northland. Ensure our organization achieves its mission by providing governance to it, developing policies, representing it within our region, and accepting the ultimate legal authority for it.

Time Expectations:

- Participate in our regularly scheduled board meetings virtually or in person, typically seven (7) per year, held the last Tuesday of the month
- Participate actively in one or more of our standing board committees (Finance, Governance, Development, Personnel)
- Attend scheduled board Strategic Planning retreats, planning meetings, workshops or other board development activities
- Represent our board at special events and activities

Obligations:

- Abide by the Bylaws and policies of our organization
- Fully understand and support the mission and values of Second Harvest Northland
- Fully understand the programs and services of Second Harvest Northland
- Establish policy
- Develop and/or monitor short and long-range planning and goals
- Keep up-to-date on developments in our organization's field
- Assist in hiring, supervising and evaluating our President/CEO
- Make an annual personal financial contribution and participate in our fundraising activities by attending our events, identifying, cultivating, stewarding and connecting donors to SHN
- Review agenda and supporting materials prior to our board and committee meetings
- Attend all meetings of our Board, including special meetings, unless excused by our board chair
- Avoid any conflict of interest or appearance of a conflict
- Adhere to confidentiality

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- Assist the board in carrying out its fiduciary responsibilities such as reviewing our financial statements and approving our annual budget; ensuring effective fiscal controls and accountability; monitoring our financial performance
- Bring personal/professional expertise and that of others to support the mission of our organization
- Identify and cultivate qualified, prospective board candidates who can make significant contributions to the work of our board and organization
- Represent our organization to the public and private sector; serve as an advocate for SHN
- Refrain from making individual special requests of our staff
- Support decisions of our entire board

Approved November 26, 2024