



BOARD MEMBER JOB DESCRIPTION

ORGANIZATION OVERVIEW

Ballard Food Bank's (BFB) mission is to bring food and hope to our neighbors because there can be enough for everyone. To achieve our mission, we provide access to nutritious foods through our unique grocery model food bank, financial resources, referral, and mail services that support self-sufficiency, and we advocate for food equity and justice. Our brand-new home, which opened in October 2021, serves as a Hub for Hope as it brings together, food, services, and community partners in a one-stop shop. The Ballard Food Bank actively strives to be an anti-racist organization and promotes the values of diversity, equity, and inclusion in its work.

EXPECTATIONS OF THE BOARD AS A WHOLE

As the highest leadership body of the organization, the board is responsible for:

- determining and supporting the mission and purpose of the organization
- ensuring strong fiduciary oversight and financial management
- selecting and evaluating the performance of the CEO/ executive director
- strategic and organizational planning
- fundraising and resource development
- approving and monitoring BFB's programs and services
- enhancing BFB's public image
- assessing its own performance as the governing body of BFB

EXPECTATIONS OF INDIVIDUAL BOARD MEMBERS

Each individual board member is expected to:

- prepare for, attend, and conscientiously participate in 12 board meetings including the board retreat

BOARD MEMBERS ARE ALSO EXPECTED TO:

- follow the organization's bylaws, policies, and board resolutions
- sign an annual conflict-of-interest disclosure and update it during the year if necessary,
- disclose potential conflicts before meetings and actual conflicts during meetings
- maintain confidentiality about all internal matters of BFB
- model the organization's values

- faithfully read and understand the organization's financial statements
- know the organization's mission, policies, programs, and needs
- commit to racial equity and social justice
- have a strong passion for food justice and understanding on issues related to poverty and hunger
- serve as active advocates and ambassadors for the organization
- fully engage in identifying and securing the financial resources and partnerships necessary for BFB to advance its mission
- participate in fundraising events that support BFB
- leverage connections, networks, and resources to develop collective action to fully achieve BFB's mission
- give a meaningful personal financial donation
- help identify personal connections that can benefit the organization's fundraising and reputational standing, and can influence public policy
- participate fully in one or more committees and/or contribute expertise and skill in a specific area that supports the BFB