



About the Just Roots Board of Directors and How to Apply

Updated July 2014 by the Governance Committee

Board Member Responsibilities

- Members are expected to attend and be prepared for all meetings, having read all materials ahead of time.
- Board members are expected to serve on at least one committee. Committees meet monthly. Current committees include the Executive, Finance and Development Committees.
- Board members can expect to spend 6-8 hours per month between meetings and other board work.
- The Just Roots Board of Directors is proud to uphold a 100% board of directors giving policy whereby each board member is required to give annually to the organization. There is no minimum donation amount.
- Board members serve three year terms and can, if desired, choose to serve for a second consecutive term if voted in. A mandatory one year hiatus is required after serving out two consecutive terms.

Board Meetings:

Board members are expected to attend board meetings which are held monthly and more often when necessary. Meetings are currently held on the fourth Thursday of each month from 6:30pm - 8:30pm at 50 Miles Street in Greenfield, MA or at the Greenfield Community Farm on Glenbrook Drive. Every effort is made to ensure that meetings begin and end on time.

Board Member Qualifications:

We seek board members who meet one or more of the following qualifications:

- Governance - a knowledge of and experience with board governance best practices
- Development - a knowledge of and experience with fundraising, gift acquisition, grant writing and donor relations
- Business/Finance - a knowledge of and experience in business (for profit and/or not for profit), who is well connected in the business community and able to build and leverage relationships
- Community - knowledge of and experience in our community, especially differing from that of current board members (able to provide a voice for needs of our community)

- Service - a knowledge of and experience with the service community, who is well connected within the service sector and able to build and leverage relationships
- Farm/Agriculture - a knowledge of and experience in the farm/agricultural field and who is well networked within the farming community
- Education (primary and secondary) - a knowledge of and experience in the educational field (public and private schools, including colleges and universities)

Prioritization of these qualifications for any particular candidate will depend on qualifications of existing board members.

In 2014 we are especially looking for candidates with a background in governance, development, and business or finance. We are also especially looking for candidates with a unique perspective on or connection to our community that may not exist among current board members.

Desired Skills/Attributes

- Strong organizational skills
- Moderately tech savvy
- Good at working with others in a cooperative group setting
- Process oriented
- Passionate and dedicated to the mission of Just Roots

Recruitment Process:

The board actively recruits new board members during the last quarter of each year. A slate of candidates is brought to the board for a vote in December and new board terms begin in January of each year. In the event that a board member leaves mid-term, a new board member may be appointed to fill a vacancy at another time during the year. Prospective board members are invited to attend board meetings and as well as to meet separately with one or two existing board members.

Board Member Application

Prospective Board members are requested to answer the following questions and submit them to Julie Erickson, Board Clerk via email (julieeden@gmail.com).

1. Why would you like to serve on the Just Roots Board of Directors?
2. How will your passion, experience, skills and knowledge help you fulfill the roles and responsibilities of a board member?
3. When collaborating with others, what is your style?