



The mission of School Garden Network is to grow healthy students, families, schools and communities through garden based education.

Board Member JOB DESCRIPTION

LENGTH OF TERM

The customary term is two years. There is no limit to the number of terms that may be served.

WHOLE BOARD EXPECTATIONS

As the highest leadership body of the organization and to satisfy its fiduciary duties, the board is responsible to

- fulfill the mission & purposes of the organization
- support strategic and organizational planning
- represent SGN within the community
- ensure strong fiduciary oversight and financial management
- approve and monitor SGN's programs and services
- approve an annual budget
- select, determine compensation for, and evaluate the performance of the Executive Director
- develop fundraising & resource capacity
- assess its own performance as the governing body of SGN

INDIVIDUAL BOARD MEMBER EXPECTATIONS

Each individual board member is expected to

- know the organization's mission & programs and follow its bylaws & policies
- faithfully read and understand SGN's financial statements
- serve as a trusted advisor to, and working partner with, Executive Director & Staff
- leverage connects, networks, and resources to develop collective action to fully achieve SGN's mission
- prepare for, attend, and conscientiously participate in board meetings and annual retreat
- share your self reflection about your board performance at the annual retreat
- participate fully in one or more committee
- provide a Notice of Resignation at least 30 days prior to leaving the Board
- utilize Google Drive for accessing & filing organizational documents

BOARD MEMBERS ARE ALSO EXPECTED TO

- sign an annual conflict-of-interest disclosure and update it during the year if necessary, as well as disclose potential conflicts before meetings and actual conflicts during meetings
- maintain confidentiality about all internal matters of SGN