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