



## **Pacific Northwest CSA Coalition Board Member and Treasurer Description**

The Pacific Northwest Community Supported Agriculture Coalition (PNWCSA) seeks board members who are passionate about the organization's vision: to create a community where everyone eats local food, farmers thrive, and CSA is a household name.

PNWCSA is a 501c3 nonprofit organization serving growers and eaters in Oregon and SW Washington. We are a coalition of local CSA farmers, ranchers, and fishers who are dedicated to sustainable agricultural practices, building community, and boosting the economic viability of small-scale producers. Our members provide more than 12,000 Oregon and Southwest Washington area households with vegetables, fruits, meat, dairy, grains, flowers, and other locally-grown products. Our main programs include:

- Providing consumer education and promoting awareness about CSA
- Connecting farmers with their community to form a resilient membership base
- Providing opportunities for farmer education, mentoring, and networking
- Increasing affordability of CSA through SNAP and Double Up Food Bucks (DUFEB) programs

The key to serving our mission of providing access to good food for all is to be inclusive to those marginalized in our food system. We encourage people of color, women, LGBTQ+ people, religious minorities, recent immigrants, differently-abled persons and applicants from diverse generational, economic, and educational backgrounds to join our staff and our board.

The Treasurer is a member of PNWCSA's Executive Leadership team.

### **Responsibilities**

- Perform the functions of nonprofit board responsibilities as outlined in the Guide to Nonprofit Board Service in Oregon (downloadable at: <http://www.doj.state.or.us/charigroup/pages/tipsbrd.aspx>).
- Perform board functions in accordance with the bylaws of the organization.
- Prepare for, attend and participate in monthly board meetings
- Volunteer 10 hours per month participating in activities including monthly board meetings, and other activities relating to your interests and skills, which may include working on organizational development, or participating in programming, fundraising, outreach, etc.
- Execute, adjust and update strategic plan.
- Contribute to and attend Coalition-sponsored events.
- Champion the larger CSA movement and the Coalition specifically.

### **Treasurer Responsibilities**

- Manage the board's review of, and action related to, PNWCSA's financial responsibilities.
- Work directly with the Accountant and other staff to develop and implement financial procedures and systems.
- Approve financial reports from Accountant and facilitate presentation to the Board of Directors.
- Participate in the Fundraising Committee and works cooperatively with the Committee Chair to develop revenue streams.
- Ensure sound management and maximization of cash and investments.
- Develop an annual budget in collaboration with the Executive Director and Accountant; presents the budget to the Board for approval.
- Facilitate development and Board review of financial policies and procedures.

### **Apply**

If you are interested in learning more about participating on the Coalition board, please send your resume and a short cover letter describing (a) why you are interested in participating on the Coalition board, and (b) what you think you would contribute as a board member. Please include your contact information. Submit to Holly Hutchason, Executive Director, at [holly@pnwcsa.org](mailto:holly@pnwcsa.org).

### **Interview Process**

A current board member will invite you to meet in person to discuss your interest in the Coalition and what you hope to bring to the board. Then you will have a chance to attend a board meeting and meet all the board members. Finally, the board will vote on your application. We value your contributions, and want to ensure we are a good fit for you, and that you are a good fit for us.

### **Mission**

PNWCSA's mission is to educate about Community Supported Agriculture (CSA), support farmers who provide quality local food to our communities and increase access to healthy food for underserved communities.

### **Values**

1. We believe in ecologically sound and resilient farming that enhances natural systems.
2. We believe in a direct, healthy connection between people and land, soil, water, air, and living organisms.
3. We believe that CSA farmers should make a viable living supporting their families and their operations.
4. We believe that CSA's are a mechanism for changing eating habits and improving health.
5. We believe everyone should have access to healthy, local food.

6. We believe CSA's build community through connections and mutual reliance between farmers and members.

7. We believe that when farmers work together sharing skills, knowledge, and processes, they are more successful.