



Member of the Board of Directors

Board Member Responsibilities & Expectations

The mission of Soulful Seeds is to grow connection and resiliency through neighborhood gardens.

Purpose: To advise, govern, oversee policy and direction, and assist with the leadership and general promotion of Soulful Seeds so as to support the organization's mission and needs.

The Board supports the work of Soulful Seeds and provides mission-based leadership and strategic governance. While day-to-day operations are led by the Executive Director, the Board/Executive Director relationship is a partnership, and the appropriate involvement of the Board is both critical and expected.

Board member responsibilities:

- Organizational leadership and advisement
- Organization of the board of directors, officers, and committees
- Oversight and approval of policies and procedures
- Financial management, including adoption and oversight of the annual budget
- Oversight of program planning and evaluation, including review of organizational and programmatic performance reports
- Contribute to the annual performance evaluation of the Executive Director
- Act as an ambassador for Soulful Seeds
- Fundraising and outreach
- Contribute to the development and updating of the strategic plan
- Ensure Soulful Seeds' commitment to a diverse board and staff that reflects the neighborhoods Soulful Seeds serves
- Complete assignments as agreed to and communicate updates regularly

Members of the board share these responsibilities while acting in the interest of Soulful Seeds. Each member is expected to make recommendations based on his or her experience and vantage point in the community.

Expectations of board members:

- Attend and participate in board meetings on a regular basis. Two consecutive board meetings that are missed without notice are considered a resignation from the absent board member
- Attend at least two special events annually and participate in a minimum of two garden events
- Participate on a committee or task force

- Be alert to community concerns that can be addressed by Soulful Seeds' mission, objectives, and programs
- Help communicate and promote Soulful Seeds mission and programs to the community
- Become familiar with Soulful Seeds' finances, budget, and financial/resource needs
- Understand and comply with Soulful Seeds' policies and procedures including nondiscrimination and sexual harassment policy
- Provide annual financial support to Soulful Seeds in a manner commensurate with your ability. Soulful Seeds expects to have all board members make an annual, monetary contribution that is commensurate with their capacity so that Soulful Seeds can credibly solicit contributions from foundations, organizations, and individuals
- Adhere to Soulful Seeds' conflict of interest policy

If you are interested in getting involved with Soulful Seeds as a board member, please submit a statement of interest to hello@soulfulseedsnevada.org.