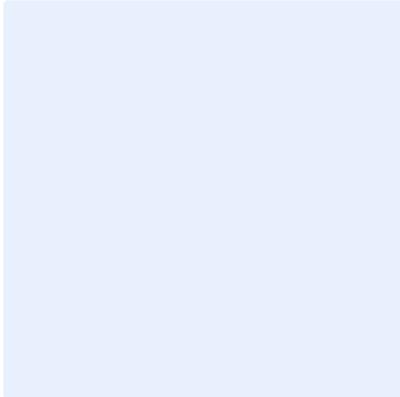




Milwaukee Food Council, Inc.

P.O. Box 1443 Milwaukee, Wisconsin 53201 milwaukeefoodcouncil.org

MFC Board Member Nomination Form



Profile Photo (optional)

Candidate Information

Name: _____

E-mail address: _____

Phone number: _____

Employment/Position: _____

Education: _____

In essay format, please explain why you're running for the MFC Board and share with us the skills, connections, resources, and expertise you have to offer and are willing to use on the behalf of MFC.

Please indicate:

- Previous board experience (if any) with (name or org)
- Affiliations or organizations that you belong to (e.g., membership, professional, civic)
- Your historical relationship to MFC and/or food system work
- Why you are a good candidate for the MFC Board of Directors?
- Your ability to attend Milwaukee Food Council Full and Board Meetings for the next two years (2018 schedule listed online at milwaukeefoodcouncil.org). Attendance is mandatory because with only six Full meetings and six board meetings, we depend on our meetings to move our work forward.

Please specify any of the following skills or experience that you possess.

Finance, accounting

Grant writing

Fundraising

Community engagement

Public relations, communications

Management, administration

Nonprofit experience

Networking

Volunteer/Membership engagement

Event/Program planning

Please submit finished applications with essay by December 15, 2017 to:

Marie Jewell

Nominations Committee Chair

Marie.jewell@hungertaskforce.org

414.336.9578

Board Member Job Description

Published by email November 7, 2016; adopted October 19, 2017 and October 23, 2017.

Responsibilities. With an estimated time requirement of a minimum of 6 hours a month, MFC Board members provide leadership for Milwaukee Food Council (MFC) activities, which includes:

- a. attending bi-monthly, MFC full-member meetings (6 per year)
- b. attending and actively participating in bi-monthly MFC BOD meetings (6 per year)
- c. participation in at least one BOD committee
- d. active participation in BOD communications, including prompt email follow-up
- e. being an active ambassador of MFC with community partners
- f. engagement in fundraising and member recruitment

Term. Members of the MFC Board of Directors will serve two year terms, beginning when they are elected and ending when a new board member has been elected in their place. These elections typically occur in January.

Qualifications. MFC board candidates must have completed the member application and fee payment prior to submitting their nomination. The MFC relies upon the democratic process to elect the most qualified candidates from our membership. As a guideline, well-qualified MFC Board members will likely display a history of commitment to the MFC mission to convene a coalition of diverse stakeholders committed to building a food system that is healthy, ecologically sustainable, economically vibrant, culturally relevant and socially just. This includes:

- a. attendance at MFC full-member meetings
- b. participation in MFC work groups or committees
- c. advocating on behalf of MFC to the general public
- d. engaged in work which aligns well with the MFC mission

Inclusion Statement. MFC values diversity in all of its forms as it appears throughout the Milwaukee community, and we are seeking to provide leadership that reflects this diversity. We encourage MFC members to elect a Board of Directors that reflects, as best as possible, the diversity of our city.

Compensation. This position is not compensated monetarily or otherwise, and Board members are required to sign a conflict of interest agreement.

Meeting Attendance Requirements. Running for the Board of Directors indicates a commitment to attend the bi-monthly full MFC meetings as well as bi-monthly MFC Board meetings. All meetings require in-person, or phone or proxy designee attendance by all board members and are held within the city of Milwaukee. Because the BOD requires a quorum (half the members to be present) to conduct business, unexcused absences seriously hinder the progress of the entire Council. Board members who miss two or more meetings in one year, and cannot send proxy designee, should consider stepping down and allowing others to fill their seat.

Self-Nomination Process and Election Timeline. Please note the following timeline for nomination and election of the BOD:

- a. November Full MFC meeting: Discussion of job description and election process
- b. December 15th: Membership and self-nomination application due
- c. December BOD meeting: Confirm ballot and post/share nominees
- d. January Full MFC meeting: Election to be held at 10am on the morning of January meeting. Only members may cast a ballot. Membership applications may be submitted up until the election.

Eight Gifts/Traits of Ideal Board Members

Your board should ultimately be made up of people with complementary qualities. If you build a diverse team of people, your organization will have a robust resource that will lead it to success.

1. Time (**TIME**)

Many people will agree to serve as a board member without realizing how much of their time it will consume. Aside from regular meetings, which take time to prepare for and then attend, board members are expected to also take charge of at least one committee or project. If a candidate isn't willing to treat the position like a true job being accountable for commitments, is stretched too thin, or is only agreeing to serve to fluff out their resume, she or he is not the right person for your board.

2. Professional skills (**TALENT**)

Because board members are responsible for high-level governance, it's best to have a few who understand sophisticated legal, financial, or business issues.

3. Funds (**TREASURE**)

If your organization is a not-for-profit, you will need people who can support the organization financially, or have the ability and responsibility to bring in funds from others.

4. Passion

If board members do not care deeply about the very purpose of the organization, their value is minimal. Your organization isn't in it for the money, so the incentive for many supporters is the sense of fulfillment they get from supporting a worthy cause – one they feel strongly connected to.

5. Attentiveness

Board members can't be asleep at the wheel, and waiting for things to be fed to them. You'll need people that actively monitor your organization so that you stay ahead of problems, and participate in decision-making by email and other forms of communication.

6. & 7. Toughness & Collegiality

Your board members have to be ready to take on tough issues and work through conflicts, but they also need to be respectful and inspire collaboration. These qualities need to be in balance, and you will need to find individuals that are comfortable being in healthy conflicts with others, but who can ultimately achieve resolutions and keep working relationships intact.