



Board Member Position Description

Overview

Common Threads Farm Connects kids to healthy food **in the garden, in the kitchen, and at the table**. We want kids to grow up making food choices that are good for their bodies, their communities, and the environment.

Founded in 2007 and based in Bellingham, Washington, Common Threads Farm Is a grassroots, 501(c)(3) non-profit organization that promotes a “seed to table” approach to food production, good nutrition, and environmental stewardship. Common Threads Farm runs **school day gardening and cooking programs, after-school clubs**, as well as **spring and summer camps**. Additionally, Common Threads Farm operates a **mobile food truck**, whose primary purpose is to provide free, nourishing foods to kids where and when they need them most.

Board Role & Responsibilities

The Board provides strategic leadership, governance, and oversight to ensure the organization fulfills its mission effectively and sustainably. Board members act as stewards of the organization’s financial health, operations, and long-term vision, while also serving as ambassadors for Common Threads Farm in the community. Responsibilities include:

- **Governance & Leadership:** Oversee strategic direction and support the Executive Director.
- **Advocacy & Outreach:** Represent Common Threads Farm in the community.
- **Fundraising & Development:** Engage in fundraising, donor cultivation, and event support.
- **Financial & Legal Oversight:** Approve budgets, review financials, and ensure compliance.
- **Board Participation:** Attend meetings, serve on committees, and contribute to decision-making.
- **Organizational Support:** Offer expertise, guidance, and networking.
- **Executive Director Support:** Assist in hiring, evaluating, and supporting the Executive Director.
- **Self-Reflection:** Work with the Governance Committee to create a personal service plan for your board service.

Who We're Looking For

We are seeking passionate individuals who are committed to connecting kids with fresh produce and scratch-cooked food. We are looking for people who will:

- Champion Common Threads Farm in the community with potential partners and supporters.
- Commit to staying informed about the organization’s purposes, plans, and activities by attending board meetings, observing or volunteering in programs, reading the newsletter.
- Provide strategic guidance.
- Share their expertise, creativity, and collaborative spirit to help shape the direction of the organization.



- Bring entrepreneurial ideas & perspectives to deepen & broaden the organization's understanding of community needs.
- Steward community relationships by introducing Common Threads Farm to potential partners, asking for funds, and thanking donors, partners, and internal team members.
- Think critically about traditional nonprofit board structures and help create governance models that best serve the organization.
- Demonstrate and grow racial equity competency.

Board Member Expectations

- Serve a **two-year term**, renewable for additional terms as needed.
- Attend **at least 75% of board meetings** and actively engage in board activities.
- Demonstrate commitment to the organization through personally meaningful engagement, which may include a financial contribution, fundraising participation, or donor cultivation efforts.
- Serve on standing committees and/or task forces as appropriate.
- Fulfill legal board requirements as articulated in Common Threads Farm's [bylaws](#).
- Respond promptly to requests and updates from the board president, ED, and fellow board members.
- Participate in the Executive Director's annual review and goal setting.
- Participate in the board's annual review and goal setting.
- Have a personal succession plan – think about how to pass the torch well when you're ready to step off the board.
- Recognize board service as a serious responsibility, bringing accountability & commitment.

Time Commitment (5-10 hrs /mo)

- Bi-monthly board meetings (1.5 hrs/ meeting).
- Committee participation as needed (~1/month).
- Fundraising and advocacy efforts.
- Attendance at key organizational events when possible (min of 2 events/ year).

Diversity & Inclusion Statement

At Common Threads Farm, we hold ourselves accountable to a life-long learning journey toward **dismantling systemic racism and building a more just and equitable world**. We welcome candidates of all racial and gender identities, cultural and economic backgrounds, and of any sexual orientation to apply for employment and service opportunities. Common Threads Farm is an Equal Opportunity Employer and does not discriminate on the basis of **race, color, national origin, sex, religion, age, disability, sexual orientation, veteran status, marital status, or any other legally protected classification** in employment or the provision of services.



How to Apply:

We would love to hear from you if you might be a good fit for the Common Threads Farm Board of Directors. Please email info@commonthreadsfarm.org to introduce yourself. If you are ready to apply for CTF board or committee membership, please complete [this google form](#). We will then schedule a convenient time for you to meet with the Board's governance committee.

Thank you for your interest in serving on the Common Threads Farm Board of Directors. Together, we can cultivate a healthier future for children and our community through the power of food education!