



## **About HDEFFA**

The High Desert Food and Farm Alliance (HDEFFA) is a registered 501c3 non-profit whose mission is to support a healthy and thriving food and farm network in Central Oregon through education, collaboration and inclusion. We believe that everyone deserves good food - defined as affordable, nutritious, culturally appropriate, easily accessible and sustainably produced in Central Oregon.

We recognize that not all Central Oregonians have the same access to this food and we are committed to improving equitable access. We do this by collaborating with over 75 organizations throughout the region to implement our programs. This includes our food access programs/projects (Grow & Give, Fresh Harvest Kit, and VeggieRx) to improve access to and education about food for those experiencing food insecurity (the state of being without reliable access to a sufficient quantity of affordable, nutritious food). Our Agricultural Support program improves the vitality of small to mid-sized family farms in Central Oregon to provide good food. And, our Food & Farm Directory is available in print to 25,000 households, 150 businesses, and is available online and through a phone app, called *Get a Taste*.

We also believe that interested community members and those already participating in our program(s) should have the opportunity to provide feedback and become leaders in our work. We encourage members who are new to board service to apply to be on our Board. Or consider participating in our Agricultural and Food Security Advisory Committees to help inform our current work and build the leadership capacity for the future of farming, ranching, and food access in Central Oregon.

## **Being a Board Member with HDEFFA**

The Board of Directors is a community of individuals who have a passion for our mission. We value lived experiences, different types of expertise, and will do our best to provide Directors with the tools they need to be successful. Together, the board works to meet our mission and vision as an organization and build successful leaders.

Board members perform a variety of duties at board meetings, committee meetings, and/or via email. For topics that may be unfamiliar to Directors, we encourage active participation and learning, knowing that each person will contribute their unique strengths and skill sets to our mission.

It is important that Directors understand that as an organization, we each have an obligation to uphold the non-profit status of HDEFFA. This [pamphlet from the Oregon Attorney General](#) assists Directors in understanding the role, rights, and legal responsibilities of being a board member, because active participation is critical to our success.

## **Our Commitment to You**

Whether you have or have not been involved with boards in the past we know that some of what we do will be new to you. We will do our best to help you get acquainted with HDEFFA and with what it means to be a board member. Our goal is to be in partnership with you and learn from your knowledge and experience, while also providing you with training to meet your goals for skills development as a Director.

We will provide you with onboarding materials, access to workshops and plenty of resources ([see examples here](#)). Additionally, a current board member will be assigned to guide you for the first three months and help with the transition to being a part of HDEFFA.

Here are some of the ways you'll use your skills to help us to meet our mission:

### **Our Mission**

- Ensure that we are meeting our mission through various means (strategic plan, financial, etc.)
- Work together with fellow board members to develop and utilize a strategic plan
- Represent HDFFA within the community of people that you know to help expand our reach

### **Belonging, Dignity, and Equity**

- Commit to learning about and participating in discussions about belonging, dignity, and equity in order to support a Board culture that is inclusive and ensure our commitment to integrating this into our mission, vision, and strategic plan

### **Meetings, Events, and Fundraising**

- Be prepared for and attend board meetings and events by reviewing and/or reading materials for monthly board meetings (up to 2 hours) in order to be able to actively participate in discussions.
- Participate in one committee or special assignment (example: work with the Executive Director on advocacy or business outreach) (1-1.5 hours/month)
- Participate in fundraising in a variety of capacities that fit your strengths and interests
- Provide a meaningful contribution, including but not limited to:
  - Donate services, goods, or skills
  - Seek or provide donated items for fundraising events
  - Give a personally significant financial contribution (which could be \$5, \$50, \$500 or \$5000)

### **Governance**

- Work together with fellow board members to:
  - Assure the organization fulfills our legal obligations and financial oversight\*
  - Oversee the selection and evaluation of the Executive Director
  - Assess organizational and board performance
- Help recruit new board members
- Maintain confidentiality about all internal matters of the organization

*\*Training for these aspects is available. We understand that the diversity of experiences our Board members bring do not usually include legal or financial expertise.*

### **Term and Time Commitment**

Terms are for two years, with a maximum of two consecutive terms (4 years). The total time averages 3-5 hours/month and meetings and events typically include the following:

- Monthly Board meetings: 1.5 hrs/month (except December)
- Varies Committee meetings or special assignments (1-1.5 hours)
- Spring Board retreat 4-8 hrs./year
- August Annual garden party (4 hours)
- October Participate or support Fall fundraiser (4 hours)