

**BOARD OF DIRECTORS JOB DESCRIPTION**  
**COLCHESTER FARM COMMUNITY SUPPORTED AGRICULTURAL PROJECT, INC.**  
(Referred to as CFCSA)

The mission of CFCSA:

Colchester Farm Community Supported Agriculture (CSA) is a nonprofit, small-scale farm that grows fresh local produce for shareholders and community members, and offers apprenticeships and education programs. The CSA promotes an alternative model of farming that strengthens the relationship between farmers, community members, food, and the land.

The vision of CFCSA:

CFCSA will lead and inspire a broad movement of people who eat and live in close relationship with their communities and the land. CFCSA will be economically and environmentally self-sustaining and will be recognized as an alternative model of sustainable agriculture by the people of the Eastern Shore.

The Values of CFCSA:

The work of CFCSA is driven by a core set of values:

**Land Stewardship** — Farming has been a defining characteristic of the Eastern Shore heritage for hundreds of years. We must preserve farmland and farming if we are to pass on that heritage intact into the future.

**Community** — People thrive in communities which bond them together and provide them support. We will be active participants in a vibrant Eastern Shore community, drawing our support from our neighbors and returning that support through all our activities.

**Support for Our Workers** — The mission of CFCSA is achieved only through the efforts of its employees and volunteers. All work on behalf of the CSA will be highly valued and those who work for pay will have a sustainable livelihood.

**Accessibility** — We will work to make our food and education programs available to all members of our community, regardless of income.

The Board of Directors governs the functions of CFCSA by overseeing:

- Mission development and long range planning
- Financial management and development
- Board orientation and training
- Organizational objectives and quality assurance
- Farm Manager selection and evaluation, and support

Each Board member shall express their commitment to the mission of CFCSA and must be willing to give time and resources (including personal skills, experience, and monetary donation that is personally significant), as well as, provide leadership. A Board member is elected for a three-year term and may be re-elected once, after which he or she must leave the Board for at least one year.

The CFCSA board contains four committees who meet between board meetings including Executive Committee, made up of the President, Vice President, Treasurer, and Secretary; Operations Committee; Education and Outreach Committee; and Finance Committee, which works with the Treasurer and Farm Manager.

Board Member responsibilities include:

1. To be a public advocate for the mission of CFCSA.
2. To provide continuing direction for planning and evaluation of all CFCSA activities and programs.
3. To oversee policies, budget, and financial material, and to advocate for the mission of CFCSA.
4. To attend a minimum of 4 of the 6 yearly Board meetings and serve on at least one committee
5. To attend an annual strategic planning session, as scheduled
6. To select, supervise, and retain a qualified and effective Farm Manager.
7. To develop fundraising programs and assist in identifying and approaching fundraising sources as needed
8. To disclose and resolve all conflicts of interest
9. To take part in an annual Board performance evaluation
10. To keep Board and committee deliberations confidential, to the extent permitted by law
11. To make a personally significant financial contribution to the organization once a year.