Roles & Responsibilities

We’re thrilled that you are interested in the opportunity to become a Zenger Farm board member. This document gives an overview of board service responsibilities and commitments.

Responsibilities:

- Perform the functions of nonprofit board responsibilities as outlined in the Guide to Nonprofit Board Service in Oregon (downloadable at: [http://www.doj.state.or.us/charigroup/pages/tipsbrd.aspx](http://www.doj.state.or.us/charigroup/pages/tipsbrd.aspx)).
- Perform board functions in accordance with the bylaws of the organization.
- Be an advocate and steward of Zenger Farm with your communities and networks.
- Fundraise, advocate, and resource on the organization’s behalf.
- Attend board meetings (typically monthly, limited to 2 absences per year).
- Attend any strategic planning sessions or reviews (typically 1-2 per year).
- Respond promptly to emails requiring a board vote or board insight.
- When possible, attend Farm events (ideally 4-6 a year).
- Make a personally meaningful contribution (money and time) to Zenger Farm to support the organization’s mission and programs.

Process and Term:

- New board members are elected twice per year - typically in February and August, and whenever possible, join in cohorts of 2-3 new board members at a time.
- Interested candidates meet with Board Chair and Co-Executive Directors prior to one of the board election periods to understand board responsibilities and learn more about the organization.
- Applicants complete an application and send it to Rob Cato (rob@zengerfarm.org).
- Applicants attend a board meeting to meet other board members and become familiar with the board meeting structure and process.
- Board then votes on prospective members and notifies all prospects soon after the meeting.
- Board members are voted onto the board for three (3) two (2) year terms, for a total of 6 years. While not required, it is preferable that a member serve all 3 terms.
- New board members go through an onboarding process with other members of their cohort group to become more familiar with the organization’s goals.
- New board members complete a resourcing agreement with development staff (reviewed annually).
- New board member reviews and completes a conflict of interest policy, personal racial justice statement, and acknowledgment of director expectations.

Additional Roles:

- Opportunities to participate in committees, mentor staff, collaborate in programs, and support key organizational initiatives. Your participation can be co-designed based on your interests.
- During the February board election period, officer roles (Chair, Secretary, and Treasurer) will also be nominated and elected.

To learn more about Zenger Farm and the current Board of Directors, please visit [www.zengerfarm.org](http://www.zengerfarm.org). Our current Strategic Plan is also available for review on our website.

Current Opportunities:

Zenger Farm can have up to a 15-person board and strives for 50% of the board to reflect the diversity of the community Zenger Farm serves and/or who are from or familiar with the neighborhood in which Zenger Farm is located. Zenger Farm is in outer SE Portland (Powellhurst-Gilbert, Lents, Foster-Powell neighborhoods). We are currently looking for candidates who are value-aligned with our mission and have a background in one or more of the following areas:

- Fundraising
- Event Production
- Human Resources
- Agriculture
- Community Relations/PR
- Leadership Development
- Business Development
- Healthcare/Wellness
- Youth STEM Education
- Finance/Accounting
- Racial Justice
- Strategic Planning
About Zenger Farm:
Zenger Farm is a 501(c)3 nonprofit working urban farm in Portland, OR that models, promotes, and educates about sustainable food systems, environmental stewardship, community development, and access to good food for all. As a social justice, food access, and education centered nonprofit, we believe nourishment is a basic human right and that the root causes of systemic inequity in the food system – racism, capitalism, colonialism, and other systems of oppression - must be addressed and dismantled to create a just food system.

Zenger Farm currently has an operating budget of approximately $1.3M per year with 51% of revenue coming from government and foundation grants, 19% from earned revenue, 14% from individuals, 11% from events and 5% from businesses. The organization will continue to lead with traditional fundraising methods while integrating new, alternative, and grassroots fundraising strategies.

The Role:
Thank you for your interest in joining the Board of Directors for Zenger Farm. Our Board is a key support in steering the vision and development of Zenger Farm. In order to carry out our mission, developing a group of strong community leaders willing to volunteer their time, ideas, and network is essential. We appreciate you taking the time to tell us a bit about yourself so we can make sure we are a great fit for each other.

We encourage Black, Native American, and people of color, women, LGBTQ2SIA people, religious minorities, recent migrants/refugees, differently abled, and applicants from different generational and economic backgrounds to apply.

We strive to eliminate any barriers that may keep potential board members from participating. Please let us know if any childcare, transportation, language/translation/communication needs, accessibility modifications or other accommodations would help you to fully participate.

☐ I have read the “Roles & Responsibilities” and agree to these commitments.

Name: _______________________________ Date: _____________

Home Address: ___________________________________________________________

Phone: ___________________________

Email: __________________________

Current Employer (if applicable): ____________________________________________

Community connections and affiliations: ________________________________________

Please email your complete application to rob@zengerfarm.org. Once we receive your application, we will contact you for next steps.
Have you or a member of your family participated in any Zenger Farm programs? If so, please describe:

What interests you about serving on the Zenger Farm Board? Tell us about yourself and your interests:

Tell us a bit about your professional background and experience:

Please describe any past board and/or nonprofit or community leadership you’ve participated in:

Zenger Farm believes the root causes of systemic inequity in the food system — racism, capitalism, colonialism, and other systems of oppression — must be addressed and dismantled to create a just food system. How are you excited to engage in this work?

Please describe the skills and interests you possess that will further Zenger Farm’s mission:

Do you have any questions for us?