



## Board Member Job Description

### Who We Are:

Feeding America Riverside | San Bernardino (*FARSB*) began in April 1980 as Survive Food Bank, distributing about 10,000 pounds of food per month and partnering with about 20 local nonprofit agencies. Today, *FARSB* distributes over 2.5 million pounds of food monthly and partners with over 250 local nonprofit agencies.

*FARSB* is one of 200 food banks affiliated with Feeding America, the National Food Bank Network. *FARSB* serves the Riverside and San Bernardino Counties, *aka the Inland Empire*. There are over 800,000 people who live below the poverty line in the Inland Empire and over 400,000 people who are food insecure. Our food bank is the largest hunger-relief organization in the Inland Empire, with over 100,000 people who rely on us each month.

### Our Mission:

Our mission is to alleviate hunger in the Inland Empire. We envision a community where everyone has access to an adequate and nutritious food supply.

### Who YOU Are:

*FARSB* actively seeks passionate and dedicated individuals from diverse backgrounds to join our future board of directors. We are committed to building a board that prioritizes equity and inclusivity, with a specific focus on centering the voices and experiences of tribal communities, communities of color, immigrant and refugee communities, transgender and gender nonconforming individuals, single mothers, and caregivers. Our goal is to leverage the skills and knowledge of these board members to achieve our shared mission.

We recognize that hunger is a critical issue perpetuated by systemic barriers such as racism, sexism, and cissexism. Therefore, we are dedicated to creating an inclusive community that provides representation, support, and strong connections for underrepresented groups. Together, we strive to build a safety net that effectively eliminates hunger in the Inland Empire region.

We firmly believe that individuals who have personally experienced the harsh reality of hunger and understand its underlying causes possess the power to drive meaningful change and dismantle systemic barriers. Lived experience is a powerful catalyst for transformation, a quality we highly value in our prospective board members.

We are looking for candidates who possess skill sets in areas such as human resources, marketing, public relations, grocery/consumer goods, community outreach, advocacy and public policy, law, media/entertainment, or supply chain management.

As a member of FARSB's board, you will be responsible for overseeing finance, management, and performance, playing a crucial role in addressing the systemic barriers that have impacted education, employment, housing, and healthcare in the Inland Empire. We are seeking individuals who are passionate about eradicating hunger in our community and who bring fresh ideas and a diverse skill set, including expertise in community outreach, fundraising, marketing, and other relevant areas.

Join us at FARSB and be part of a dedicated team of local leaders committed to making a tangible difference in the lives of our residents. Together, we will work towards eliminating hunger and creating a more equitable future for the Inland Empire region.

### **Expectations of the Board:**

- Believe in and actively advocate for Feeding America Riverside | San Bernardino's values, mission, and vision.
- Hold Feeding America Riverside | San Bernardino to a high standard of performance and integrity. Assist in evaluating your participation, the board, the CEO, and the entire FARSB organization.
- Select the CEO and evaluate their performance.
- Disclose potential or actual conflicts before and during board meetings. Sign an annual conflict-of-interest form and update it during the year if necessary.
- Work with fellow board members to fulfill the obligations of board governance, fiduciary responsibilities, and membership.
- Attend Board meetings, committee meetings, and food bank events regularly.
- Participate actively by reviewing or bringing materials in board discussions as the board embraces dissent and diversity until decisions are reached.
- Support board decisions by speaking publicly about the decisions as 'one voice' of the board.
- Engage in fundraising and resource development as appropriate, such as attending the annual Million Meals Gala fundraising event and joining the staff on donor visits.
- Support Feeding America Riverside | San Bernardino financially by donating yearly, which is personally significant and serves as a model to the community.
- Engage with Feeding America Riverside | San Bernardino social media by reposting, liking, or commenting on a post as often as possible.
- Connect Feeding America Riverside | San Bernardino with potential donors and volunteers
- Agree to step down from the board position if unable to fulfill these expectations.

### **Requirements:**

- Term: Board members are elected for an initial three-year term that can be renewed for a second three years, depending on performance and the individual's desire to do so.
- Meetings: Board members are required to attend board meetings. Meetings are held bi-monthly on the last Friday. Meetings generally run from 8:00 AM to 9:30 AM and are

held remotely via video call. Board members are expected to prepare, participate, and contribute informed opinions at meetings.

- Committees: Board members must serve on at least one committee. At the present time, committees include Executive, Audit, Investment, Fundraising, and Board Development. Board members must participate actively in discussions, assist with committee reports, and follow through on assignments.
- Experience: Board members should have experience and expertise in an area of benefit to the Food Bank and willingly serve as a resource to the board and staff.
- Leadership: During their tenure, board members should be willing to take on leadership responsibilities. Currently, there are four board leadership positions: Chair, Vice Chair, Secretary, and Treasurer, each elected for a two-year term.
- Values: Every board member should be committed to Feeding America Riverside | San Bernardino's mission of "alleviate hunger in the Inland Empire" and to building and modeling the values of diversity, inclusion, and equity as we advance that mission.
- Financial Support: Each board member is expected to financially support the Food Bank to the best of their ability and to participate in fundraising efforts, including attending events, encouraging others to contribute financially, and soliciting major gifts. Board members are expected to be effective spokespersons who actively promote the organization in our community.
- Volunteering: Board members are strongly encouraged to participate in one or more volunteer activities such as food sorting, packaging, and distribution. Plus, they should encourage others to volunteer as well.

We are looking for future trailblazers to work alongside us to confront that systematic oppression and poverty and find results so our community prospers. **Here at FARSB, we believe that food is a fundamental human right for everyone.**

For more information, please contact Joanna Solorio at [jsolorio@feedingamericaie.org](mailto:jsolorio@feedingamericaie.org).