

Practical Farmers of Iowa
Board of Directors Member Job Description
Updated September 2022

Job Title: Member, Board of Directors

Goal: The PFI Board of Directors provides both oversight and future strategy. Directors take responsibility for ensuring fiscally sound and effective programs and operations; provide leadership, advice, direction and support for PFI; and uphold PFI's core values as the board helps guide PFI into the future.

Strategy and Vision

- Participate in the development of Practical Farmers of Iowa's strategic plan, mission and vision on a regular basis.
- Conduct annual analysis to inform PFI strategy.

Oversight

- Maintain knowledge of the current programs and staff of Practical Farmers of Iowa.'
- Ensure strong fiduciary oversight and financial management
- Maintain an active dialogue with the executive director, including an annual performance review initiated by the board president.

Expectations

- Attend all regular and special Board meetings, virtually or in-person (~6 per year), and participate actively. If a board member is absent from three consecutive board meetings the board president shall contact the board member and see if they want to continue on the board.
- Prepare for each board meeting by reading the material distributed prior to the meeting, and gathering whatever information may be required or requested.
- Make an annual financial contribution to Practical Farmers of Iowa.
- Assist in fundraising by contacting, cultivating and thanking donors.
- Serve as an ambassador of Practical Farmers of Iowa, its mission and vision.
- Be accessible to staff and other board members.
- Sign a written conflict of interest statement annually, and immediately disclose any conflict of interest that they may have, and recuse themselves from related decisions.
- Hold in confidence board discussions and information given to the board, as appropriate.
- Identify members for leadership positions and awards.
- Attend and host PFI events.
- Recruit members
- Serve on internal PFI committees.
- Model and uphold PFI core values

Compensation: Board members are compensated for their mileage at the federal mileage reimbursement rate.