



## Board of Directors – Candidate Commitment Form

Serving on the Organic Trade Association Board of Directors is a valuable contribution to the Association and the organic industry. Below provides some information about responsibilities of Board service. If you are interested in serving on the Board of Directors and would like to be included on the Governance Committee's Slate of Board Candidates, please read, sign, and return this document to Allison Rice ([arice@ota.com](mailto:arice@ota.com)), Government Affairs and Engagement Manager. You are also encouraged to contact current Board members to learn more about their roles and experiences on the Board; a complete list of Board member can be found at <https://ota.com/about-ota/board-directors>.

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### OTA Vision & Mission

**Vision:** Grow ORGANIC to achieve excellence in agriculture and commerce, protect the environment and enhance community well-being.

**Mission:** Promote and protect ORGANIC with a unifying voice that serves and engages its diverse members from farm to marketplace.

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### Board of Directors Collective & Individual Responsibilities

The Board of Directors is comprised of 15 OTA Board members, which governs the Association in accordance with the Bylaws.

#### Board of Directors' Duties:

- To set direction on overall strategy, mission, and vision;
- To establish policies, realistic plans for future development and growth, not inconsistent with law or these bylaws, and to evaluate and monitor progress and results;
- To approve objectives and goals as recommended by the Executive Director;
- To appoint Board members and elect its officers;
- To review and approve an annual budget;
- To hire the Executive Director and to evaluate the Executive Director's performance annually;
- To assure that appropriate mechanisms are operating to safeguard the association's assets;
- To authorize appropriate officers or agents to sign contracts, leases, or other documents on behalf of OTA;
- To establish its committees and task forces as needed to fulfill its duties; and,
- To act in such other ways as may be necessary from time to time to further the best interests of members and the organic industry.

#### Directors' Individual Responsibilities:

- Familiarity with and acceptance of Knowledge-Based Governance (i.e., Policy Governance or Carver model);



- Commitment to proving the organic benefit and expansion of organic agriculture;
- Commitment to economic parity for organic farmers;
- Active service on a Board committee, participation in full Board meetings and activities, and participation in task forces and other activities as needed, which includes but is not limited to:
  - Full Board meetings: 3 in-person meetings a year, 1 of those in association with an annual 2-day retreat—each 8 hours, plus 1 or 2 short meetings (2-3 hours) by phone;
  - Board Committees: each meets by phone monthly for generally 1 hour; attendance is required for your assigned committee and highly encouraged for the others;
  - Prep work for Board and committee meetings: 2-5 hours per month; and,
  - Overall time commitment: 10-15 hours per month.
- Commitment to represent the membership rather than one’s individual interests;
- Willingness to work towards the betterment of the whole organic industry;
- Ability and willingness to accept the Board policy that the OTA Board acts as a whole, not as individual Board members, and any decisions taken by the Board are represented publicly with full support;
- Full participation in fundraising and membership recruitment efforts; and,
- Full participation in annual board recruitment.

**Preferred Qualities for Board Candidates**

- Specific and unique additional skills;
- Previous experience on a trade association board or staff;
- Experience with the process of consensus;
- Skills in long term planning and financial reporting; and
- Interest/experience in political advocacy/relations and public relations and marketing.

If you are interested in being included on the Organic Trade Association Governance Committee’s Slate of Board Candidates, in 50 words or less, please describe what motivates you about joining the Organic Trade Association Board of Directors:

I want to be included on the Organic Trade Association Governance Committee’s Slate of Board Candidates. If elected or appointed to the Board, I would be fully committed to the Organic Trade Association’s Vision and Mission and would pledge to help carry it out. I would also commit to the duties and responsibilities listed above.

Candidate Signature: \_\_\_\_\_ Company name: \_\_\_\_\_

Candidate Name: \_\_\_\_\_ Date: \_\_\_\_\_