



## Director Position Description

### **Background**

A nine-member Board of Directors guides the Community Food Co-op. This leadership and policy setting group reports to the membership and is legally and fiscally responsible for the planning review and oversight of the Co-op stores. This growing multi-million-dollar business is committed to providing members access to quality natural foods and other consumer goods, informing the larger community of the benefits of using cooperative principles as the basis for functioning and providing recognition and support for other local organizations with similar philosophies. The successful applicant will provide visionary leadership to this community-based, member owned cooperative.

### **Responsibilities**

#### **Fiscal**

- Healthy maintenance of three retail cooperative locations, which focus on quality groceries and health related products, currently operating with over 40 million in annual sales.
- Approves capital and operating budgets
- Guides the uses of the membership's money wisely during profitable periods.
- Collaborates with management to identify problems and implement solutions in periods of financial loss.

#### **Legal**

- Provides oversight for legal requirements of the business.
- Protects the assets of the cooperative for the benefit of the member-owners.

#### **Personnel**

- Selects, supervises and evaluates the General Manager who is directly accountable to the Board of Directors.
- Delegates the authority and responsibility for store operations to the General Manager.

#### **Governance**

- Sets policy for the cooperative.
- Assures that the business operates within the guidelines of the cooperative principles.
- Sets annual goals and objectives for the organization that are consistent with its mission.
- Provides visionary leadership and direction for the long-range well-being of the cooperative.
- Engages in strategic planning and establishing strategic priorities for the cooperative.

#### **Public Relations**

- Advocates to the membership and the community at large for the presence of this Co-op as an innovative leader in the marketplace.
- Acts as spokesperson for the benefits of supporting sustainable agriculture and natural foods in the local marketplace.
- Advocates and promotes the co-op model to the membership and the community.