

Board of Directors Application – Shobi’s Table

Compiled by Kari Alice Olsen

1. Board of Directors: Shobi’s Table’s Board of Directors will be made up of 5-7 people. Each board member of Shobi’s Table will...
 - a. Have a deep interest or passion around food ministry
 - b. Have a deep interest or passion around supporting a food ministry that is centered in Jesus Christ, focused on partnerships, relationships, sustainability *and* adaptability, and is *with* the people not for the people.
 - c. Commit to raising and/or donating \$500 for Shobi’s Table per year
 - d. Commit to attending and actively participating in at least 10 of 12 meetings per year. (This number may change depending on if the Board decides to change the frequency of meetings.)
 - e. Commit to helping with at least 3 events per year, including weekly cooking and food service on the streets, fundraising, awareness, etc. events at churches and other locations.
 - f. Commit to working with all Board Members in love and respect for one another and for the greater purpose of ministry.
 - g. Commit to supporting and discerning with the Mission Developer and the greater vision of Shobi’s Table.
2. Purpose of the Board: The Board of Shobi’s Table will act as a...
 - a. *Governing Board*, in that its primary goal is to focus on the big picture, whereas daily functions will be managed by the Mission Developer.
 - b. *Advisory Board*, in that it provides insight and perspective as support for the Mission Developer for both short-term and long-term projects.
 - c. *Fundraising Board*, in that each member commits to helping organize fundraising efforts.
3. Meetings: *The board will meet each third Thursday evening of each month from 7-9pm.* The location is to be determined.
 - a. Sample Agenda Items: Reviewing and approving the business plan, potential rebranding, creating/reviewing 90 Day plan (mission and vision statement, functional and goal-driven “to do list”), Board term limits, planning the first Grand Opening Event, discussion on how Shobi’s should continue as a congregation or as something different, discussion on how Shobi’s acts as connector for a web of food ministry, building and sustaining partnerships, delegating and sharing responsibilities, volunteer coordination, etc.
 - b. Leadership: The first meeting will be led by the Mission Developer of Shobi’s Table. In the first Board meeting, a Board Chairperson and a Vice Chairperson will be chosen (length of term TBD). Subsequent meetings will be led by the Board Chair. Note taking and time keeping responsibilities will rotate among Board members, excluding the Board Chair. At each meeting the note taker and time keeper will be designated for the next meeting.
 - c. Meeting flow: The Board will consider and agree upon using resources from EOS (Entrepreneurial Operating System), the Kaleidoscope Institute, or others to help

support efficient, productive, and relationship-focused meetings. Meetings will be book-ended with prayer and planned for 90 minutes maximum.

4. Member Gift Areas: Up to two gift areas may be shared by one person (i.e. One person may be responsible for the areas of social work and nutrition, etc.), and each role may be represented by two people (i.e. one person may be Faith Formation and Nutrition and another may be Faith Formation and Social Work). Each person will take leadership in an advisory role to the Mission Developer according to each area. They may also take the lead in group conversation topics regarding their area, but all members are welcome to actively participate in conversation, brainstorming, implementing, and debriefing of each idea and procedure.
 - a. Finances/Accounting: Professional experience in bookkeeping and/or accounting is required for this position. This person is responsible for assisting the Mission Developer in keeping the books and providing guidance on financial matters for the ministry.
 - b. Legal Council: Professional experience as a licensed attorney is required for this position. Experience in non-profit and/or business law is preferable, but not required. This person is responsible for providing guidance and support in writing documents and procedures that keep within legal standards, and providing access to up-to-date, relevant and reliable legal research and information (i.e. this person does not need to know everything about our legal situation, but they will take the lead on researching what we need to know.)
 - c. Cooking Arts: Professional experience as a chef is welcome, but not required. This person will share the responsibility for shepherding connections and relationships with local cooks, chefs, farmers, etc. This person will support and work with the Mission Developer in matters regarding the menu and kitchen procedures.
 - d. Medicine/Nutrition: Professional experience as a nutritionist or medical professional is preferred, but deep knowledge of and passion for healthy living is also accepted. This person will share the responsibility for making sure that our menus and cooking practices are creating nourishing food for everyone we serve, particularly those who are the most vulnerable. This person will also be the point person for knowing and/or researching medical resources and partnerships.
 - e. Communications/Marketing/IT: Professional experience in communications and IT is welcome, but not required. This person will share the responsibility of communications with the Mission Developer in a way that reaches an audience with a diverse range of access to and ability with technology.
 - f. Faith Formation/Church Connections: Professional experience as a clergy person is welcome, but not required. This person must either work in or be familiar with churches and faith organizations in St Paul. This person is responsible for providing resources and wisdom on how Shobi's Table acts as a ministry *with* the people, and how to build and sustain a web of relationships among and between faith communities in St. Paul.
 - g. Social Work: Professional experience as a social worker is required for this position. This person is responsible for attending to and guiding matters regarding Shobi's Table that benefit from the resources of social work. This person may be responsible for putting together and maintaining resource guides that can be given out to customers. This

person may also be responsible for helping to train staff and volunteers in regards to relationships on the streets, etc.

- h. Neighborhood Connections/Volunteer Outreach: This person must live in and be familiar with the neighborhoods of St. Paul. This person is responsible for helping the Mission Developer to gather and maintain information on hunger and social ministries and resources already active in St. Paul. This person will also explore good ways to coordinate and build a volunteer base.
 - i. Business/Non-Profit/Fundraising: Professional experience in the business and/or non-profit world is required. This person is responsible for providing expertise for and/or capability to research business needs of Shobi's Table. This person is also responsible for assisting the Mission Developer in fundraising needs such as planning events, etc.
5. Gifts of Diversity: Shobi's Table hopes to build a Board of Directors that goes beyond the gifts of skill, reflecting and honoring the gifts of diversity in race, class, sexual orientation, gender identity, life experience, etc.
6. Application: To apply for the Board of Directors, please write a letter (one page max.) laying out which gift areas (up to 2) you would bring to the team. Please include a brief bio of yourself, your experience in the gifts you bring, and how those gifts will help support, sustain and build Shobi's Table. Please also comment on your communication and relationship style within a team of board members. Please include any other gifts not listed above that you feel would strengthen the ministry, and any other relevant information.

Letters are due by September 30, 2018.

- a. Please send this letter to:

Shobi's Table
105 University Ave W,
St Paul MN, 55103

OR

shobistable@gmail.com