



Board of Directors Candidate Application

Thank you for your interest in serving on the Ever'man Board of Directors. This packet is designed to provide you with valuable information to help you make a decision about running for the board.

In this packet you will find:

- Information on being a Board of Director for Ever'man Natural Foods Co-op and a list of skills and abilities for this position.
- Ever'man Board of Directors Potential Candidate Questionnaire.
- A list of important dates for the upcoming Ever'man Board of Director fiscal year.
- Intent statement and endorsement page.

Please complete the Ever'man Board of Directors Candidate Questionnaire, Intent Statement, and Endorsement Page by February 5, 2010. You may mail them in or turn them in at the customer service desk.

Ever'man Natural Foods
c/o Nominating Committee
315 West Garden St.
Pensacola, Fl 32502

Sincerely,
Ever'man Nominating Committee

EVER'MAN BOARD DIRECTOR JOB DESCRIPTION

Responsibilities:

1) MINIMUM DIRECTOR REQUIREMENTS:

- Attend & Participate in monthly Board Meetings & scheduled study & engagement sessions.
- Attend & Participate in the Annual Membership Meeting and other meetings of owners.
- Participate as needed in ad hoc Board Committees.

2) ATTENDANCE AND SCHEDULE:

- Be reasonably accessible to member-owners by participating in co-op events.

3) GENERAL:

- Support the mission, vision, values, goals, and objectives of the co-op.
- Support the agreements of the Board of Directors.
- Perform tasks conveyed by the Board of Directors.
- Keep informed on the affairs of the cooperative and be prepared to discuss issues before the Board.
- Participate in all Board Evaluations.
- Learn about the natural foods industry and cooperative/democratic organizations.

4) COMMUNICATION:

- Check & participate in response to co-op related e-mail no less than twice a week.
- Check Ever'board web group no less than once a week & reply as necessary.

Director Expectations:

The Board of Directors is composed of nine active members chosen by members. Each director serves a three year term, staggered so that three of the nine are elected each year.

- A solid three-year commitment to the Board of Directors.
- Familiarity with and adherence to the co-op's Bylaws and Board policies.
- Preparation for and attendance at monthly board meeting (usually the evening of the 4th Monday of each month)
- Attendance at board training sessions.
- Attendance at the annual owner meeting.
- An ability to actively and regularly participate via email, including transmittal of potentially large attachment documents.
- Active participation in the board's meetings, committee work, lineage events, training sessions and recruiting activities.
- A genuine interest in cooperative issues and our community.
- A willingness to take responsibility for board duties and work together with understanding, mutual support, and respect to make decisions that will enhance the viability of the co-op.
- An ability to keep information and materials confidential.

Minimum Qualifications to Serve on the Ever'man Board of Directors:

- Must be at least 21 years of age.
- Must have been a member of Ever'man for at least 6 months.
- Must not be an employee or the significant other of an employee or board member.
- Must not have been terminated with cause from employment with Ever'man for at least 3 years.
- Must not have a conflict of interest with Ever'man (seller or supplier to Ever'man, completion with Ever'man, landlord to Ever'man, etc.).
- Must sign a code of conduct form and a code of ethics form.

The following requirements are based on Chapter 561.15 Florida Statutes relating to a Vendor of Alcoholic Beverages. This is a

summary:

- Must be fingerprinted.
- Must be of good moral character.
- Must not have been convicted within the past 5 years of any offense against the beverage laws of any state.
- Must have no convictions within the past 5 years for prostitution.
- No conviction within the past 5 years of the controlled substance act of any state.
- No felony conviction within the past 15 years.

Skills, Abilities, and Motivations Useful to the Board:

- Ability to make decisions in a group setting.
- Ability to support a group decision, regardless of personal view.
- Professional attitude, including maintaining confidentiality.
- Understanding of natural foods and nutrition.
- Commitment to local, organic, whole foods and sustainability.

Election Timeline and Calendar of Meetings:

The timeline for the election is as follows:

Please complete the Ever'man Board of Directors Candidate Questionnaire, Intent Statement, and Endorsement Page by February 5, 2010 and attend one or two "Meet the Candidates" events in February-March. Candidates must also attend at least one board meeting between January and March. The ballots will be mailed out in May and new board directors will be inducted at the annual membership meeting in May.

Initial here that you have read and understand the above stated information _____

APPLICATION FOR BOARD OF DIRECTORS
PERSONAL INFORMATION AND MEMBERSHIP VERIFICATION
(Please Print)



Name: _____
Last **First** **Middle**

Social Security Number: _____ Date: _____

Street Address: _____

City, State, Zip: _____

Years at Current Address: _____ Home Phone: _____

Work Phone: _____ Membership Number: _____

E-mail Address: _____

BACKGROUND: Each question should be answered in 25 words or less.

1. Education (degrees, certificates, dates, locations):

2. Describe Business and Professional Experience or Experience with Cooperative/Non-Profit/Not-For-Profit organizations:

3. Background in health foods, health and wellness issues:

4. Please comment on issues you are passionate about, i.e., environment, animal rights, social issues:

5. Volunteer Experience (When? How long? What organization? What duties?):

RESPONSIBILITIES:

If nominated and elected to the Ever'man Board, directors have the following responsibilities.

- Participate in monthly Board of Directors' Meetings
- Serve on Board of Director's committees, as scheduled
- Attend Annual meetings
- Develop new business opportunities for Ever'man Natural Foods Cooperative, Inc.
- Comply with Board of Directors' Conflict of Interest and Code of Ethics Policies.

Initial here that you have read and understand the above stated information _____

AUTHORIZATION:

Photo Release Statement: I hereby give Ever'man Natural Foods Co-op, Inc. consent to record, videotape and photograph my image and/or voice. I further understand that no special compensation will be provided to me for use of my image and that I may not be informed in advance of the specific use of my image.

Initial here that you have read and understand the above stated information _____

ENDORSEMENT:

Please provide at least six signatures from **Ever'man members** who recommend you to the position of Board Director (not including current board members, Ever'man staff, or family members).

	Sign	Print	Membership #
1.			
2.			
3.			
4.			
5.			
6.			