



**THREE RIVERS  
MARKET**  
the **C+**op

**RUN FOR  
THE BOARD**

## CALL FOR CANDIDATES

Three Rivers Market seeks qualified candidates to run in the 2017 Board of Directors Elections. Three (3) seats are open for election. Each seat has a three (3) year term. Applications are due by Sunday, October 1, 2017.

## BECOMING A CANDIDATE IS A 3-STEP PROCESS:

### STEP 1

READ THROUGH AND BE CLEAR ABOUT THE APPLICATION PROCESS

### STEP 2

COMPLETE THREE REQUIRED ACTIVITIES (SEE DETAILS INSIDE)

- Attend an *Information Session for Prospective Candidates*
- Attend a *Board Meeting*
- Talk with a current Board Director

### STEP 3

COMPLETE AN APPLICATION (SEE INSERT)



## BOARD OF DIRECTORS ELECTION 2017

### CANDIDATE APPLICATION PACKET

Thank you for your interest in candidacy for Three Rivers Market's Board of Directors. If you choose to seek a position on the Board, you will have the opportunity to experience both personal and professional rewards in leading a unique, progressive cooperative using an innovative governance system.

### CHOOSING TO BECOME A CANDIDATE INVOLVES THREE STEPS:

- STEP 1: Read through and be clear about this entire application packet. If you have questions about anything included in this application packet, or if you need further information, please contact the Election Committee at [election2017@threeriversmarket.coop](mailto:election2017@threeriversmarket.coop).
- STEP 2: Complete three required activities by the date of application:
- Attend an *Information Session for Prospective Candidates*
  - Attend a *Board Meeting* if you haven't already attended one in 2017
  - Talk with a current Board Director about the experience of serving on the Board
- STEP 3: Complete and submit by email the enclosed application form. Applications are due by Sunday, October 1, 2017 at 10 pm.

## BOARD MEMBER QUALITIES, COMMITMENT, AND REWARDS

Three Rivers Market is seeking Board Candidates who are dedicated to the cooperative and its mission and who understand and will contribute to the task of governance. Desirable qualities include:

- **Visionary, conceptual thinker** – able to envision an alternative future and to put small considerations into a perspective guided by a larger view.
- **Connected to the ownership** – familiar with how owners use the co-op, able to translate owners' needs into organizational goals, and to communicate progress to owners.
- **Ability to work as a group** – to speak with one voice and to take responsibility for the performance of the Board as a whole
- **Accept authority and use it responsibly** – accept the importance of the position and be willing to take a stand even if it's unpopular. Encourage management leadership and judge performance using clear criteria

Governing an organization effectively is a serious commitment. Directors are expected to prepare for and actively participate in monthly board meetings, a full-day cooperative board leadership training in North Carolina, and 2 full-day retreats closer to home. While this may seem daunting, the Board is a team, sharing responsibilities in such a way as to make Board work a manageable part of a Director's life. The monthly time commitment averages 6 to 12 hours.

The Board term is 3 years. Directors may not be elected to more than two consecutive terms. In return, Directors

- Receive training in governance and cooperatives
- Build skills in group-dynamics and group process
- Have all travel, food, lodging, and training expenses for training and the retreat covered
- Receive a modest stipend for each meeting
- Have the opportunity to ensure the success of their community-owned cooperative in a highly-competitive market

## BOARD STRUCTURE AND RESPONSIBILITIES

Three Rivers Market is governed by a nine (9) member Board of Directors, all of whom are directly elected by the owners or appointed by the Board to fill vacated positions.

The Board is directly accountable to the owners for the activities and accomplishments of the co-op. Specifically, it is responsible for:

- Interacting with the owners – to understand their values and vision for the store
- Developing, monitoring, and revising a body of policies that guide the co-op to achieve outcomes that are consistent with the owners' values and vision
- Ensuring, through consistent monitoring mechanisms, that management achieves the goals set by the Board
- Ensuring that the Board operates according to its established processes

The Board fulfills its responsibilities through a system of governance called policy governance. See [www.policygovernance.com](http://www.policygovernance.com) for more information about Policy Governance.

## ELIGIBILITY

All candidates must be members in good standing and a member for at least one year, not be employed by Three Rivers Market, and not have a shared financial arrangement with an employee of Three Rivers Market. Former employees of Three Rivers Market are eligible to be elected or appointed as Directors after two years from their last date of employment.

# PROSPECTIVE CANDIDATE PREPARATION

Prospective candidates are required to learn about serving on the Board before submitting an application:

- Attend an *Information Session for Prospective Candidates*
- Attend a *Board Meeting* if you haven't already attended one in 2017. If you plan to attend, please contact [board@threeriversmarket.coop](mailto:board@threeriversmarket.coop)
- Discuss the experience of serving on the Board with at least one current Director. To arrange to speak with a Director, email [board@threeriversmarket.coop](mailto:board@threeriversmarket.coop)

## IMPORTANT DATES FOR PROSPECTIVE CANDIDATES

### Information Session for Prospective Candidates

St. James Episcopal Church, 1101 N Broadway

Attend one:

Thursday, July 13, 5:30 – 6:00 PM

Thursday, August 10, 5:30 – 6:00 PM

Thursday, September 14, 5:30 – 6:00 PM

### Board Meeting

St. James Episcopal Church, 1101 N Broadway

Attend one if you haven't already attended a Board Meeting in 2017:

Thursday, July 13, 6:00 – 8:30 PM

Thursday, August 10, 6:00 – 8:30 PM

Thursday, September 14, 6:00 – 8:30 PM

*You can attend a Board Meeting on a different day from the Information Session, or do both on the same day!*

### Application Deadline

Sunday, October 1, 10 PM

Email application to [election2017@threeriversmarket.coop](mailto:election2017@threeriversmarket.coop)

### Voting

Tuesday, November 7 – Tuesday, December 5

### Annual Meeting (Candidate Panel)

Tuesday, December 5, 6-8 PM, location to be determined

Email completed candidate application to [election2017@threeriversmarket.coop](mailto:election2017@threeriversmarket.coop) by 10 PM on Sunday, October 1, 2017. Application packets also available online at [www.threeriversmarket.coop](http://www.threeriversmarket.coop)