Good Food Network Leadership Group

Working Terms of Reference:

# Overview

The Good Food Network Leadership Group provides leadership capacity, guidance and support to the Good Food Network. It also advises CRFAIR as the Backbone Organization of the Good Food Network. The Leadership Group functions at the highest level, acting as a point of reflection to ensure the Good Food Network and its network of individuals and organizations is efficiently and effectively working to achieve the ambitious goals of the Good Food 2025 Strategy.

# Key Responsibilities

Members of the Leadership Group:

* **Provide strategic guidance** for the Good Food Network on strategy, community engagement, and shared measurement. This includes:
  + Supporting the development and refinement of our common agenda for change set out in Good Food 2025
  + Provide direction and support to the Food Metrics Working group on developing a shared measurement system
  + Work with CRFAIR as the backbone organization supporting the ongoing development of the Good Food Network as well as with other organizations that support key Good Food 2025 Strategies such as FoodShare Network.
  + Identify and encourage appropriate organizations to join the Good Food network.
  + Provide input into the Annual Good Food Summit
  + Shaping the evolution of the Good Food Network over time.
* **Provide leadership by using their sphere of influence to:**
  + Encourage their own organization and those in their networks to align with and support Good Food 2025
  + Serve as a vocal champion of the Good Food Network and the Good Food 2025 Strategy in the community and through their available and appropriate communication channels, strengthening the climate for collaboration.
  + Communicate with levels of government and authorities in regards to issues of concern, potential policy, budgetary or planning initiatives they determine a priority in synch with the Good Food 2025 Strategy
  + Mobilize resources for the Good Food Network, the backbone organization, and the work of Good Food 2025. .This could be by leveraging their own organizations resources, if available, or speaking with other potential funders or resource providers.
* **Play an active role by:**
  + Attending the scheduled meetings
  + Reviewing materials prior to meetings and coming prepared for engaged discussion, active listening, and respectful dialogue.
  + Reviewing, considering, and providing feedback on key issues and opportunities that arise

# Meetings

* The Leadership Council will meet at least once every three months, or as required.

# Membership and Structure

* Members are encouraged to serve a two-year term on the Leadership Group. Members can serve multiple terms.
* Leadership Group membership is voluntary and unpaid.
* Membership is comprised of individuals representing an organization, or key perspective and who must be involved with the Good Food Network.
* New Members can be nominated by the Good Food Network members at the Annual Good Food Summit. After the nomination has been made the Leadership Group will consider the makeup of the table and invite the nominated person as space and sector representation allows. The Leadership Group will announce the Leadership Group through the Good Food Network newsletter.
* While members are encouraged to serve two-year terms, any member may leave for any reason by submitting written notice to Leadership Group through the Backbone Organization CRFAIR.
* Two members of the Leadership Council will be designated as Co-Chairs, serving one-year terms as a Co-Chair with an eye to having overlapping terms so that there is continuity (each year a new chair comes on to serve with an existing chair).
* A Co-Chair is invited to take on the role when space becomes available. Decisions on who to designate are made by the standing Leadership Group at that time.
* The role of the Co-Chairs is to:
  + Provide leadership to the Leadership Group
  + Act as a liaison between the Leadership Group and the CRFAIR as the Backbone Organization as required, and work with the CRFAIR to, for example, set the agenda for Leadership Group meetings, follow up with Leadership Group members on action items, and act as a speaker for the Leadership Group when necessary.
  + Chair Leadership Group meetings
* To strive for wide representation from multiple sectors within the regional food system, the Leadership Council aims to have one representative from the following types of organizations:
  + Nonprofit organization
  + Funder
  + Business
  + Sector associations
  + First Nation
  + Education/Academic
  + Local government
* To strive for representation from the various geographic regions of the CRD , the Leadership Council aims to have one representative from the following regions : the Core, the Western Communities, the Peninsula and Gulf Islands.
* CRFAIR, as the backbone organization supporting the Good Food Network and Good Food 2025 process, will take and distribute notes and keep records for the Leadership Group

# Decision making

* Where a decision is required from the Leadership Group, that decision will be made as follows:
  + By consensus if possible. “Consensus” does not mean that every member must wholeheartedly support the decision. It does mean that everyone present is participating in decision making by communicating any thoughts or concerns they may have, has explored various alternatives, and can live with a decision enough to support it. We will reach a decision by asking, “does any member strongly oppose this decision?” and hearing no opposition.
  + If there is strong opposition to a decision and consensus cannot be reached despite a respectable time limit of discussion, the Leadership Group can either delegate the decision to a smaller committee, or to the Backbone Organization, only in circumstances where all members agree, or the decision will be made using a majority rules approach, where a team decision will be made by a simple majority vote of greater than 50%, with each member receiving one vote.
* Any item in this Terms of Reference can be amended by a decision of the Leadership Group
* The CRFAIR, as Backbone Organization, will follow the advice of the Leadership Group, except in circumstances where the CRFAIR Board of Directors overrides (this body is the legal decision making body for the CRFAIR).

# Administration & Contact

* The CRFAIR, in its role at Backbone Organization, provides administrative support for all Leadership Group meetings, including:
  + Scheduling meetings.
  + Setting up the online infrastructure to host meetings, or organizing the venue where in-person meetings are required.
  + Taking notes during meetings.
  + Circulating meetings notes after the meetings.
* Any questions can be directed to the Backbone Organization through Linda Geggie, [lgeggie@crfair.net](mailto:lgeggie@crfair.net) or the current Chair or co-chairs