

ATCFPB Board Member Recruitment Process

When there are open positions, city or county, on the board:

- 1) Announcement goes out weekly in Food Notes:

*The Austin-Travis County Food Policy Board has **vacant seats that need to be filled**. If you, or someone you know, is interested in being considered for this position, please fill out an application **here** and email (VICE CHAIR) with your interest (VICE CHAIR EMAIL).*

We currently have X city and Y county (Precinct Z) appointments open

There is a specific need for representatives from the following:

- *Health professionals*
- *Food recovery*
- *Retail*
- *Policy and advocacy*
- *Senior hunger*
- *Diverse community voices*

Board members are appointed by elected officials. The Board recommends applicants advocate for themselves with the appropriate elected officials and their staff members. Board members can advocate for candidates as well. Please reach out to the Vice Chair, contact information above, who will share names and supporting documents with other board members.

- 2) Vice Chair is central point of contact
 - Receives incoming applicant names and supporting documents
 - Communicates with applicants with updates
 - Updates spreadsheet of applicants and skill matrix
 - Updates board during monthly meetings on who has applied and how they align with identified board needs
 - Coordinates board members who are advocating for same applicant
 - Can send coordinated email if multiple board members want to advocate for same applicant
 - Communicate with staff liaisons as appropriate
- 3) Board members advocate individually, sending emails to elected officials, and send Vice Chair the names of who they will advocate for to aid communication
- 4) Staff liaisons, if/when possible, receive submitted applications from City Clerk on monthly or quarterly basis as needed and share with Vice-Chair.