

Board Position

Volunteer Director

Mission: The Three Rivers Fibershed (TRF) develops decentralized textile economies that build soil health and protect the wellbeing of our shared biosphere within a 175 mile radius of Minneapolis.

Position: The Three Rivers Fibershed seeks a board Volunteer Director to ensure smooth operations of the board. **This is a volunteer, board member position.**

Responsibilities:

- Understand TRF's ethos, including its mission, vision, and goals.
- Agree with TRF's policies and procedures: Financial and Control Policies, Harassment and Whistleblower policies, Conflict of Interest Policy, Code of Conduct, and board member Code of Ethics.
- Maintain a positive image of TRF at all times.
- Work with other board members to conceptualize programming.
- Create newsletter and social media content in order to drive awareness about TRF and attract new volunteers.
- Collect volunteer information, availability, and skills, and maintain an up-to-date database, including a record of volunteer time and work.
- Keep new and existing volunteers informed about the organization and volunteer opportunities.
- Match volunteers to opportunities that suit their skill sets, and ensure they understand their responsibilities and receive the proper training.
- Organize training and provide TRF policies, codes of conduct, and operating procedures to volunteers in order to uphold the organization's values.
- Organize volunteer recognition with direct communication, social media, and events.

Skills: Comfortable working with the Google Suite for email communications and maintaining files. An ability to commit the time required to fulfill the responsibilities described. Commitment to the fibershed ethos.

Setting: Remote. Will need access to internet for monthly virtual board meetings and completing weekly operational work for the organization.

Interested parties should send a resume and a brief statement of interest to Maddy Bartsch at hello@threeriversfibershed.org. Qualified parties will be contacted for virtual interviews.