

NCBA CLUSA - Coop-2-Coop Volunteer Council Charter
version - December 15, 2022

Committee Designation & Authority	The Coop-2-Coop Volunteer Council is a volunteer community of subject matter experts within the cooperative sector.
Objectives & Scope of Activities	<p>The Council serves NCBA CLUSA solely on an advisory role and provides insight to recruit for, develop, and enhance the Coop-2-Coop Volunteer community for NCBA CLUSA’s Farmer-to-Farmer (F2F) Programs and other programs/projects’ volunteer assignments such as the Cooperative Development Program (CDP).</p> <p>The Council fosters mentoring, networking, benchmarking and idea sharing opportunities for NCBA CLUSA members through virtual events, online platforms, virtual and in-person volunteer assignments, and collaborations with other NCBA CLUSA volunteer councils and NCBA CLUSA staff.</p> <p>The Council plans and coordinates activities and events during the year to further the professional development and knowledge base of the membership through the Farmer-to-Farmer program and other programs or projects implemented by NCBA CLUSA, specifically through virtual and in-person volunteer assignments and people-to-people exchanges in host countries and in the U.S.</p> <p>The Council provides a platform for leadership development among the human resources executives and volunteer management specialists within NCBA CLUSA member organizations. The engagement with F2F host organizations and other programs/projects’ local partner cooperatives through cooperative development contributes to NCBA CLUSA’s vision to build a better world and more inclusive economy that empowers people to contribute to shared prosperity and well-being for themselves and future generations.</p>
Volunteer Membership	<ul style="list-style-type: none"> • The Council shall be comprised of: <ul style="list-style-type: none"> ○ volunteers who are human resources or volunteer management professionals in the cooperative industry, ○ volunteers who have participated in the F2F program, ○ volunteers who have demonstrated a strong interest in this program. • Volunteers are invited to serve based on the professional and

	<p>thematic perspectives they bring to the Council. Volunteers will be invited to join the council representing varied sector-specific expertise and perspectives.</p> <ul style="list-style-type: none"> • All volunteers shall serve without compensation.
Advisors	<ul style="list-style-type: none"> • Non-members appointed to serve in a consultative capacity generally providing special expertise to the council. • Appointed on recommendation of the Co-Chairs, Staff Liaison or President & CEO. • Appointed only in special circumstances, i.e., subject matter expertise (SME, climate smart agriculture, etc.) or Farmer-to-Farmer experience. • All advisors shall serve without compensation.
Committee Size	<ul style="list-style-type: none"> • The Council shall be comprised of no more than 25 people including co-chairs, volunteers, and advisors.
NCBA CLUSA Membership	<ul style="list-style-type: none"> • Council Co-Chairs are required to be members of NCBA CLUSA. • Council Volunteers are required to be members of NCBA CLUSA. • Council Advisors are not required to be members of NCBA CLUSA.
Terms	<p>The Council may serve indefinitely on a continuing basis, subject to biennial renewal.</p> <p>The NCBA CLUSA President shall appoint volunteer members to the Council, pending approval by the Co-Chairs.</p> <p>Co-Chairs will be appointed to two-year terms renewable subject to NCBA CLUSA President.</p> <p>Co-chairs will work directly with the NCBA CLUSA staff and management to set agendas and identify issues in meeting topics/structures/etc. to ensure that the work of the Council is accomplished, and members' time is well used. The co-chairs will also make verbal or written reports as useful to the NCBA CLUSA staff on subjects they deem important.</p>
Description of Duties	<ol style="list-style-type: none"> 1. Align recruitment efforts with NCBA CLUSA F2F Programs' and other programs/projects' goals to ensure that volunteer assignments receive applications from interested, qualified candidates and are filled in a timely manner. 2. Identify ideal volunteers across various skill sets and demographics to develop and maintain a robust candidate database. 3. Develop and execute a recruitment strategy that can be replicated

	<p>within each volunteer’s cooperative.</p> <ol style="list-style-type: none"> 4. Participate in introductory training to understand the volunteer recruitment (F2F) process and requirements to be an effective ambassador of the F2F and other programs/projects. Track recruitment and engagement activity for all Council members. 5. Establish annual recruitment goals for applications submitted, and conversions into successful appointments. 6. The Council is dedicated to promoting a diverse roster of volunteer applicants for each available volunteer assignment. 7. Membership in the Council will reflect the geographic, sectoral, gender, racial and economic diversity of the contemporary cooperative movement. 8. NCBA CLUSA believes volunteer members of the Council offer a uniquely impactful presence. Volunteer members are strongly encouraged to participate either in a Council-specific session or engagement at least once each fiscal year.
Meetings	The Council is expected to meet at least four to six times within each fiscal year (calendar year).
Record Keeping	The meeting minutes and generated deliverables from the Council will be stored with Board/Volunteer documentation on the NCBA CLUSA cloud server.

VOLUNTEER