



Shelbourne Community Kitchen

Nominee Information Summary

The Shelbourne Community Kitchen (aka The Kitchen) is a warm, welcoming neighbourhood food centre, located in Saanich, B.C.

Our Mission: To create opportunities with people living on a low income to cook, grow, share and connect for improved health and wellbeing.

We offer opportunities for people to:

- Prepare and share healthy meals together;
- Access nutritious food;
- Work together to grow food and build gardening skills;
- Connect with other community resources and become resources for one another.

Our Vision: Healthy food-secure communities.

Our Core Values

- Community. Build community and belonging around food.
- Collaboration. Work together respectfully, as equals.
- Compassion. Practice empathy and care for one another.

Territorial Acknowledgement: We acknowledge with respect and gratitude that we live and work on the traditional Coast Salish Territories, specifically of the Lekwungen and W_SÁNEC peoples. We strive to honour the First Peoples of this land by ensuring that our work is respectful and inclusive. In good spirit, we hope to continue to build strong relationships and community resilience together, as Indigenous and non-Indigenous peoples.

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Frequently Asked Questions

What does The Kitchen do?

- The Kitchen provides healthy, nutritious food for low-income individuals and families
- Programs include a self-select Pantry Program, fantastic Food Skills Programs, Garden Programs and a Community Resource & Referral Service.
- The organization operates on a membership model, and actively works to identify and respond to changing member needs. Membership includes over 920 low income families and individuals who access services, and 185 registered volunteers. All members agree to abide by our code of conduct and are voting members of the society.

What's in it for me?

- The Kitchen is a neighbourhood food centre—a great place to learn about growing food, cooking, and understand how Vancouver Island can promote food security while inspiring a more just and sustainable food system!
- Great People—Warm and caring! Energetic and compassionate! Committed and Friendly!
- Enjoying a sense of accomplishment as your efforts keep healthy food accessible for nearly 1,000 individuals, and help to make Saanich and the Greater Victoria area a stronger community.
- Invitations to volunteer appreciation events, open houses and tours, fundraising events and occasional programs. The food is superb!

What do board members do? What does The Kitchen expect from its board members?

What is expected of me?

- The Board of Directors is the legal authority of the Shelbourne Community Kitchen. The Board shapes The Kitchen's future by planning, raising funds to provide its life-changing programs, and cooperates with other food security communities in Victoria, BC and across Canada.
- The Kitchen's Board of Directors meets once a month, and most board members also serve on at least one committee.

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- The Kitchen's directors stay informed about what's going on in The Kitchen. They are expected to ask questions and request information. Directors take responsibility for making decisions on issues, policies, and other matters. Directors do not stay silent if they have questions or concerns.

What kind of support is offered to new board members?

- The Board offers an orientation, and everyone is prepared to assist. This year we are trying something new—assigning a mentor to each new nominee.
- We understand new board members need time to acclimatize.
- Once a month directors receive financial and programming reports.

What do I need to do to become a board member?

- You will meet a group of board members who will answer your questions and provide a tour of all the aspects of The Kitchen. This group will explain the eligibility process for directors of BC Societies and assist you with each step. In the past, nominees attended a board meeting as a guest to get a sense of what the position entails.
- Board eligibility is spelled out in the BC Societies Act. In order to be eligible as a director as outlined by the Societies Act, each nominee must:
 - a. be a member of the Shelbourne Community Kitchen
 - b. be minimum 18 years of age
 - c. not have been found by any court to be incapable of managing their own affairs, or convicted of an offense in connection with the promotion, formation or management of a corporation or unincorporated entity or convicted of an offense involving fraud or is an undischarged bankrupt
 - d. review the director's position description, *Constitution and Bylaws* and the *Shelbourne Community Kitchen Strategic Plan* with a Board member prior to the AGM
 - e. complete and sign The Kitchen's *Consent for Nomination Form*
 - f. review the *Member Code of Conduct and Confidentiality Agreement*
 - g. present a current and clear Criminal Record Check at least 14 days prior to the AGM
 - h. disclose any conflict of interest

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- When your eligibility is approved—you will be nominated to the Board. At the June 22 Annual General Meeting, the membership elects the board.
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What is the time commitment?

- On average, most board members spend an average of 5-6 hours a month attending meetings, research, reports, policy, and planning
- This fall, the board will be reviewing its Strategic Plan. 2022 is a very good year to begin a term.

What are the terms of office?

- Each term is 2 years, with a maximum of three terms.

Where can I get more detail about The Kitchen?

- visit [Shelbourne Community Kitchen](#) or [Taking Stock](#)
- read a recent article in [Country Living BC](#)
- talk to members of the Nominations Committee (email us for a contact list)

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