

the mustard seed.

CO-OPERATIVE GROCERY, INC.

FACILITIES TEAM – TERMS OF REFERENCE

rev. September 3, 2015

Members of the Facilities Team undertake projects related to the Co-op's facilities based on reported needs as prioritized by Store Management and are accountable to members through Store Management to the Board of Directors.

Purpose: To advance the Co-op's vision and values by representing Co-op membership's interest in a functional and practical physical facility; to provide input into developing physical plant recommendations for the best operation of the Co-op; to ensure Staff requests are responded to in a timely manner, and to monitor the Co-op's facilities for potential facilities-related projects.

KEY RESPONSIBILITIES

- 1. Work collaboratively with Store Management and the Board of Directors to undertake facilities-related projects as prioritized by Store Management.**

TEAM MEMBER ROLES DO NOT INCLUDE

- Making any purchasing or other financial commitments unless explicitly directed to by Store Management

DELIVERABLES

- Monthly work-bee to undertake projects as determined

DESIRED SKILLS AND EXPERIENCE

- At least one Board Member shall sit on the Facilities Team at all times
- Knowledge of and experience in facilities maintenance and general upkeep of physical buildings

REGULAR MEETINGS

- First Thursday of each month at the Co-op, 7:30pm or as determined by the Team Chair

How to Apply: Email volunteer@mustardseed.coop

Mustard Seed mission: *To provide our community with a member-owned and operated grocery store that offers a bountiful selection of wholesome foods, prioritizes local producers, and creates an educational environment that nurtures the relationship between people and the food they eat.*