

Agency Advisory Committee Info Sheet

We appreciate your interest in joining the new FSD Agency Advisory Committee! We hope this is a robust group of community partners that Feeding San Diego can count on to inform and guide us on strategy, decisions, visioning, and more.

What is the Agency Advisory Committee?

The AAC is a representative body of agency and member program partners from all our East, South, Central, North Coastal, and North Inland regions. This committee helps to give voice to the network as a whole and guide FSD in setting goals and developing solutions that benefit all our agency and member programs.

Your feedback and ideas are invaluable to FSD for decisions and plans affecting our network of partners!

The AAC serves the following purposes:

- Want our partners to be part of the larger network working to end hunger in San Diego
- Foster a great feedback loop between FSD and our agency and member partners
- Better understanding of challenges our partners are facing at any given time
- Agency peer mentoring and support
- Increased transparency between FSD and our partners
- Assist FSD staff with understanding the capacity of the network to reduce hunger
- There is also room to have members help define the council's purpose and goals for themselves as well
- have a voice at the table and help provide input when creating and updating processes that impact the network.

What are the requirements for committee members?

Membership on the AAC will consist of selected members of agencies in FSD's network of partners to achieve a balanced representation of the network based on the type of program, size of agency, region, and active participation with FSD.

- At least one year of experience in a leadership role with your organization
- From a partner that is in good standing with FSD
- Ability to serve on the Committee for a 1-year term to start this may progress to a 2-year term
- Commitment to attending the Agency Advisory Committee meetings in person, usually 4 per year at FSD
- Willingness to share and be a voice between your agency and all the agencies within your region
- Knowledgeable about other hunger-relief organizations in your region or interest in learning more as well as having/sharing resources of other services such as trauma-informed care, refugee/migrant/asylum seekers and unsheltered.

- Openness to sharing ideas, learning, and engaging in respectful dialogue

What are the responsibilities of committee members?

- Be an engaged participant
- Provide leadership and representation for your region
- Identify, research and develop strategies to strengthen our network's capacity to better feed hungry communities
- Provide recommendations and feedback to FSD staff regarding policies, agreements, and new initiatives as well as communicate the information back to the larger network

What are the time commitments and expectations?

The AAC will meet monthly for the first 6 months of establishment with a transition to bi-monthly meetings and email communications during off months. Meetings will be 2 hours with a mix of in-person and virtual meetings. This would be a minimum of 18 hours for the first year of establishment.

Once established the goal is for the AAC is to meet quarterly for 2 and a half hours, making the total time commitment for the year a minimum of 10 hours.

Committee members are expected to come to AAC meetings prepared and ready to engage in high-level strategy discussion, having reviewed any documents in advance, and collected any feedback from their region. Members may also be contacted in between meetings about various issues or needs. Ad-hoc committees may also be formed to work on certain tasks as needed. Report quarterly to the wider network via the Partner Agency Newsletter. We ask for some understanding that things may shift slightly as we create the first AAC and learn what is best for everyone involved through our first year.

In order to remain a part of the AAC members would need to attend at least 70% of meetings within a year.

Where are the meetings held?

We request that, if at all possible, meetings be attended in person. We hope to have meeting locations rotate across service areas to showcase partner agencies and learn more about diverse communities. If/when this is not possible, meetings will be held at Feeding San Diego warehouse in Sorrento Valley. For those who are feeling unwell or have other extenuating circumstances, we will have a virtual option to attend through Microsoft Teams.

What are the benefits?

We hope there are many benefits, here are a few:

- Agencies get to know their network and mentor peers
- Training and assist with developing conferences
- Better understanding of FSD operations and network
- Early involvement in high-level food bank strategy and decision-making

- A one-time stipend applied to AE3 or a possible delivery of two donated items for those who do food rescue only and do not receive deliveries
- Listed on FSD website
- Recognition at annual events and among peers

How do I join or nominate someone?

Fill out our Agency Advisory Committee Application/Nomination Form [here](#).