



CHS Nominating Committee Member Job Description



Purpose: The CHS Nominating Committee serves to identify, evaluate and recommend CHS Board of Directors candidates who meet CHS governance needs, ensuring a strong and future-focused leadership pipeline.

Committee Member Key Responsibilities

- Assess and recommend qualified Director candidates in line with CHS governance and strategic requirements
- Participate in interviews, discussions and voting processes for selecting Director candidates
- Engage with CHS members, industry leaders and stakeholders to identify potential Board candidates
- Assist in CHS annual meeting activities, including overseeing meeting rules, ensuring proper voting procedures, addressing delegate credential matters and engaging on key public policy issues

Committee Member Qualifications

- Must be a CHS Class A individual member or a member of a CHS member cooperative
- Must reside in the CHS region of election and be an active farmer or rancher
- Must be younger than 68 at time of election
- Cannot be a current CHS employee, CHS Board member or employee of a CHS member cooperative

Committee Member Election

- Nominating Committee members are selected for the ballot by the CHS Board and elected by CHS members at the regional caucus at the CHS annual meeting.
- Nominating Committee members may not run for the CHS Board in the same election cycle and must resign from the committee if they choose to pursue a Board candidacy.

Committee Member Term

- Two-year rotating term, with no more than four consecutive election cycles
- Staggered terms for the initial (2026) committee (one-year and two-year terms)

Committee Member Compensation and Time Commitment

- **Per diem:** \$600 for full-day meetings; \$300 for half-day or shorter meetings
- Reimbursement for travel and related expenses incurred for committee duties, adhering to CHS expense policies
- Anticipated one virtual meeting/training session in January, a two-day committee meeting in March and three days of attendance at the CHS annual meeting.

Committee Member Desired Skills and Attributes

- Supportive of benefits of the nominating committee process
- Committed to acting in the best interests of CHS and all its members
- Ability to analyze, develop opinions and make decisions
- Honest and open-minded
- Have an active producer network and be respected in the region
- Can maintain committee confidentiality

Key Dates and Timeline:

- **January:** Committee members receive virtual training on multiple topics
- **Feb. 15:** Deadline for receipt of 2026 Director candidate applications by CHS legal department
- **February:** CHS legal department and Governance Committee review 2026 Director candidate qualifications. Qualified Director candidates receive an introductory call to preview the nominating committee process and complete an online assessment survey
- **March:** Committee conducts in-person interviews with 2026 Director candidates and deliberations during a two-day onsite meeting at CHS IGH office (day one dedicated to training and interviews; day two for completing interviews and deliberations)
- **April:** Communications to qualified 2026 Director candidates regarding CHS Nominating Committee recommendations and communication to CHS members about recommendations
- **Sept. 1:** Deadline for receipt of 2026 Director nominations by petition and 2027 CHS Nominating Committee candidate applications by CHS legal department
- **September:** CHS Board approves 2027 CHS Nominating Committee candidates
- **October:** Distribution of Notice of 2026 CHS Annual Meeting and online absentee ballot
- **December:** 2026 Director candidates elected at annual meeting; 2027 CHS Nominating Committee candidates elected at regional caucuses at annual meeting