What is a “Kitchen Cabinet”?
The Windham Area Hour Exchange Kitchen Cabinet serves as a community advisory council convened for the purposes of developing and sustaining the Hour Exchange. The name alludes to the grassroots origins of the time bank concept, when neighbors committed to helping each other gathered around a kitchen table to start and operate their time banks.

What does a Kitchen Cabinet do?
The Kitchen Cabinet sets the tone for membership participation and community engagement in the Hour Exchange. The Kitchen Cabinet provides critical support in bringing the Hour Exchange to all sectors of the community through recruitment and outreach; the Cabinet also provides leadership to the Hour Exchange, represents stakeholders in the community, and ensures equality in decision making.

Is Kitchen Cabinet membership for you?
The Windham Area Hour Exchange Kitchen Cabinet is comprised of up to 15 active Hour Exchange members who are committed to using their unique gifts to serve in this advisory capacity. The Kitchen Cabinet should be comprised of individuals with diverse interests and points of view to adequately represent the community. The Exchange is looking for members in all sectors of the community including but not limited to:

- Agriculture
- Artists
- Business
- Contractors
- Faith-Based Organizations
- Health & Wellness Providers
- Low Income
- Nonprofits
- Senior Citizens
- Students
- Youth

Helpful Attributes for a prospective Kitchen Cabinet member to have include:

- Enthusiastic belief in the potential of the time bank model to improve communities.
- Willingness to share information about Hour Exchange initiatives and events with community networks.
- Willingness to be a resource and liaison for other Hour Exchange members.
- Grassroots mentality and the ability to work collaboratively.
- Willingness to participate in and/or host Exchange events.
- Strong organizational and event planning skills.
- Media/public relations savvy.

Kitchen Cabinet Benefits:

- Earn time dollars for the time they spend in Kitchen Cabinet activities.
- Part of a transformative movement that builds community.

Kitchen Cabinet Roles:

- Participate actively in Hour Exchange leadership through the forum provided by the Kitchen Cabinet.
- Work with Access Community Action Agency staff to guide planning of and promote Exchange programs.
- Act as ambassadors to the local community to promote the Hour Exchange and recruit members.
- Act as community liaisons to Access Community Action Agency staff by provide community feedback on Exchange activities, policy, and procedure.

Kitchen Cabinet Responsibilities:

- Commit to becoming an active member of the Windham Area Hour Exchange.
- Commit to at least one term of two years on the Kitchen Cabinet.
- Commit to attending at least six regular Kitchen Cabinet meetings per year. More meetings may be required in the initial stages of the Exchange or for special events and initiatives. Conference call accommodations can be made.
- Attend recruitment, orientation, and networking events to welcome new or prospective Exchange members.