



**Cross Trails Ministry**  
**At-Large Board Member Application**

The congregations of the Southwestern Texas Synod operate Cross Trails Ministry. The Cross Trails Ministry Board of Directors is a vision and policy governing body that works on behalf of the congregations. The Board of Directors meets four times per year, usually at Camp Chrysalis or Ebert Ranch Camp.

There are three, voting, At-Large Board Member positions. One of these is up for election at the corporation meeting, held in conjunction with the Synod Assembly, each year. Each At-Large Board Member is eligible for a three-year term, renewable once.

At-Large members are nominated by the Executive Committee of the board after a review of applications. Cross Trails Ministry's by-laws state that the electing body should try for inclusive representation on the board. As a result, the Executive Committee will take into account lay/clergy, male/female, minority groups and regional representation, along with personal experience when making a recommendation to the voting members at the annual corporation meeting.

**Please email the information below to [info@crossrails.org](mailto:info@crossrails.org) with "At Large Board Member Application" in the subject line. You will receive an email confirming receipt of the information. You may also mail the information to Cross Trails Ministry Executive Committee, 391 Upper Turtle Creek Rd., Kerrville, TX 78028.**

**Since we wish to give people time to review the bios of the board applicants nominated by the Executive Committee, there is a deadline for application materials. The deadline this year is Friday, April 6th.**

**Contact information:**

Name, Home Address, Home Phone, Cell Phone, Email

**Additional information:**

Occupation, Home Congregation and City

**Answer the following questions using no more than one typewritten page in 12 point font.**

Why do you want to serve on the Cross Trails Ministry Board of Directors?

What experience do you have with Lutheran Camp Chrysalis, Ebert Ranch Camp, Off-site programs, or other camps?

What experience, skills or gifts do you have to offer the Cross Trails Ministry Board?



## **Cross Trails Ministry Board Member Position Description**

March 2015

### **QUALIFICATIONS:**

- 1) Support of the philosophy and mission of Cross Trails Ministry.
- 2) Active membership in an ELCA congregation in the Southwestern Texas Synod.
- 3) Strong leadership, teamwork and communication skills.
- 4) Ability to adhere to the by-laws and policies of Cross Trails Ministry.
- 5) Ability to maintain a high level of confidentiality.
- 6) Ability to attend quarterly meetings typically held on Saturdays at one of the sites, and once or twice a year span from Friday evening to Saturday afternoon.
- 7) Ability to possibly serve on a committee or task force as defined by the board.

### **RESPONSIBILITIES:**

- 1) Vision
  - a. Provide vision and direction for the ministry through strategic planning and goal setting.
  - b. Oversee overall program direction and monitor programs and services provided. If possible, volunteer or attend a Cross Trails Ministry event at least once per year as a participant.
  - c. Provide vision and direction for site development through master planning and regular review of site improvements.
  - d. Hire, evaluate and prayerfully support the Executive Director to ensure daily implementation of the vision of Cross Trails Ministry.
- 2) Policy
  - a. Review and understand the organizational by-laws.
  - b. Establish and monitor organizational policies.
  - c. Ensure fulfillment of legal requirements and standards for non-profit corporations.
- 3) Financial Responsibility
  - a. Oversee the financial health of the organization by reviewing quarterly financial statements.
  - b. Approve the annual budget for Cross Trails Ministry.
  - c. Make a personally meaningful financial gift.
  - d. Assist in resource development for the organization as appropriate.
- 4) Publicity and Promotions
  - a. Report regularly to the entity you are representing on the board.
  - b. Visit or contact congregations, councils or synodical events as requested for the betterment of the ministry.
- 5) Conflict of Interest and Authority
  - a. It is the duty of each board member to inform the Board of Directors as a whole of any conflict of interest or situation that may be perceived as a conflict of interest by an outside observer.
  - b. Board members as individuals have no authority over program, staff or organizational decisions unless it has been formally given to them by the board as a whole.
  - c. Board members cannot be employees of Cross Trails Ministry.
- 6) Compensation
  - a. No monetary compensation is provided for board members.
  - b. Mileage, room and board, or supply expenses may be reimbursed when a member is on board business.