



Cross Trails Ministry

Conference Representative 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, but sometimes at the Synod Office or virtually.

Each Southwestern Texas Synod Conference elects a representative to the Board of Directors. According to our by-laws, this is to happen at the Spring Conference Gathering. However, in the absence of a Spring Conference Gathering of lay and clergy assembly representatives, the Board of Directors can elect a representative of the conference in consultation with the Dean. Each Conference Board Member is eligible for a three-year term, renewable once.

If a conference representative is unable to complete his/her term, the Board of Directors can fill that vacancy. Board members filling a term of one year or less are eligible for two full terms after the completion of the term being filled. Board members filling a term of more than one year will be eligible for one full term following the completion of the term being filled.

A position description can be found on the next page.

Interested applicants should provide the following information using no more than one typewritten page in a 12 point font.

Name, Home Address, Cell Phone, Email

Southwestern Texas Synod Conference, Home Congregation and City

Occupation and/or Former Occupation

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?

Please email your application information to deanna@crosstrails.org with “Conference Board Member Application” in the subject line.

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Board Member Position Description

April 2022

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 serve a three-year term beginning in the Fall, unless serving as a Summer Staff Advisory Member
- 7) 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. Virtual meetings may be scheduled in place of, or in addition to, regularly scheduled meetings.
- 8) Ability to serve on a committee or task force as defined by the board, if requested.

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.
- 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 for meetings and board approved business will be reimbursed.