



## **Board Member Position Description**

April 2023

### **QUALIFICATIONS:**

- 1) Strong support of the mission of Cross Trails Ministry.
- 2) Strong leadership, teamwork and communication skills.
- 3) Ability to meet the qualifications outlined in the Cross Trails Ministry by-laws.
- 4) Ability to maintain a high level of confidentiality and follow the protocols of the board.
- 5) Ability to serve a three-year term beginning in the Fall, unless serving as a Summer Staff Advisory Member.
- 6) Ability to attend quarterly meetings and the annual Board Retreat held in conjunction with the Fall Meeting.
- 7) 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, goal setting and review.
  - 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, understand and abide by the organizational by-laws.
  - b. Establish, review and monitor organizational policies.
  - c. Ensure fulfillment of legal requirements and standards for non-profit 501c3 corporations and licensed Texas youth camps.
- 3) Financial Oversight and Resource Development
  - a. Approve the annual budget and oversee the financial health of the ministry.
  - b. Make a personally meaningful financial gift.
  - c. Assist in financial and volunteer resource development for the organization.
- 4) Publicity and Promotions
  - a. Actively promote Cross Trails Ministry and facilitate communication with constituents.
  - b. Help to identify potential partners in ministry.
  - c. Represent Cross Trails at congregations, councils, partner meetings or synodical events as needed.
- 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.