

POSITION:                   **MISSIONS BOARD DIRECTOR**

SPECIAL QUALIFICATIONS & RESTRICTIONS OF POSITION:

Should be spiritually committed to Christ and His Church. This commitment should be exhibited by a disciplined and well-ordered personal life.

Should be faithful in attendance of worship services and Sunday school and partake regularly in the Sacrament of Holy Communion.

Should support and actively participate in programs and activities of the church.

VOTING STATUS ON COUNCIL: Voting Member

STANDING COMMITTEE RESONSIBILITIES:

Shall serve as Chairman of the Missions Committee.

SPECIAL COMMITTEE RESPONSIBILITIES:

Shall appoint the Christmas Traditions Committee Chairman, and shall serve as an ex-officio member of the Christmas Traditions Committee.

BUDGET AND EXPENSE AUTHORIZATION DUTIES & RESPONSIBILITIES:

Shall annually prepare and submit for council approval a budget for all anticipated expenditures within member's area of activity in the coming year. Such budget, following council approval, shall be included within the overall budget of the congregation for the coming year.

Shall approve or reject all check requests for expenditures within member's area of activity, and upon approval, shall transmit such request to the treasurer for payment.

Shall be responsible for the control of those expenditures within member's area of activity, subject to council or congregational override, in order that such expenditures are maintained in line with the approved budget for the year.

GENERAL DUTIES AND RESPONSIBILITIES:

Shall supervise the organization and activity of outreach-evangelism work.

Shall promote the concern of local and of World Missions work in the congregation.

Shall select, subject to council approval, those organizations to be selected to receive funding under ethnic missionary support as provided in the annual budget.

Shall provide a broader base of outreach within the organizations of the congregation, and the Sunday school and other educational ventures of the church.

SPECIAL DUTIES & RESPONSIBILITIES:

Shall perform duties as may from time to time be directed by the President and/or the Church Council.

MEETING ATTENDANCE & REPORT REQUIREMENTS:

Expected to attend all council meetings unless specifically excused by the president.

Expected to attend all congregational meetings and to prepare and present as may be appropriate a report to the congregation as to the activities within the member's area of responsibilities.

PERSONNEL SUPERVISION REQUIREMENTS:

None