

#### **IV. ROLES OF A BOARD of GENERAL MINISTRIES DIRECTOR**

**1. DETERMINE DENOMINATIONAL MISSION & PURPOSE**

The Board of General Ministries is the policy making body of ABCUSA in the areas of program functions, planning, coordination and evaluation. This includes electing persons to offices and committees, voting on budgets and policies and program direction. Directors will receive reports from staff and proposals for budgets. It is vital that Directors take responsibility for their own education on these matters so that the decisions that are made are responsible and informed.

**2. SELECT & SUPPORT THE GENERAL SECRETARY & ASSESS PERFORMANCE**

The selection of a General Secretary has a great impact on the denomination's development and effectiveness.

Consistent moral and substantive support from the board is very important. While primary responsibility for supporting the General Secretary often falls to the president, it is also a board function. For informal and formal performance reviews, the board and General Secretary should agree on purposes and processes.

**3. ENSURE EFFECTIVE PLANNING**

The Board of General Ministries is a "think tank" to envision the future God has planned for the denomination. We are more than the sum of our parts as we energize each other with ideas, reflections and visions. In this way, the Holy Spirit can work through our diversity to bring a unity of mission, which, in turn, determines the direction of the denomination and each of its ministries.

**4. ENSURE ADEQUATE RESOURCES**

As a member of the Board charged with setting policies for denominational stewardship and fundraising each director has a responsibility to contribute personally and to aid in the task of raising mission dollars. Such a responsibility comes with membership on any board of any organization. It is denominational policy to expect that Directors tithe and promote tithing in ABC churches.

**5. MANAGE RESOURCES EFFECTIVELY**

An important part of serving the ABC constituency is protecting accumulated assets and managing current income properly. Accurate and timely financial reports will assist in this responsibility. Annual audits also will be provided for review.

**6. DETERMINE, MONITOR, & STRENGTHEN PROGRAMS**

Determining denominational functions for itself and assigning functions to national program boards, Board of General Ministries Directors are responsible for holding denominational staff accountable for ABCUSA policies and program direction. All evaluation should be done candidly, constructively and directly.

Staff members and missionaries work on behalf of all of the denomination. It is the role of the Board of General Ministries to encourage and pray for each of these persons, as well as the work of the local church. Words of appreciation, questions of clarification, suggestions and resources are all appropriate ways to fulfill this function. Active participation in committee meetings also will provide encouragement.

**7..... ENHANCE THE DENOMINATION'S PUBLIC STANDING**

The Director's task is to promote and celebrate the identity of the denomination and to be interpreter and advocate for the work of the denomination as a whole. Directors have particular spheres of activity

(church, region and other bodies) in which they can exercise this role by representing the denomination in those spheres. Directors also are channels for communication from their constituencies to denominational leadership. This involves an exercise of judgment. It is important that widely held views and other significant elements of opinion are reported. However, every individual letter a Director receives cannot be afforded Board of General Ministries time.

## **8. ENSURE LEGAL & ETHICAL INTEGRITY & MAINTAIN ACCOUNTABILITY**

The board is ultimately responsible for ensuring adherence to legal standards and ethical norms. Fulfilling this responsibility, the board establishes policies to guide its members and staff. Conflict-of-interest policies, for instance, outline acceptable and unacceptable relationships among the denomination, its board directors, and its staff.

The board also is responsible for adhering to provisions of the Bylaws and Standing Rules. A board that acts inconsistently with its own governance documents and adopted policies is very vulnerable to criticism. Some basic responsibilities of the board include:

- > Protecting denominational staff, volunteers and other constituents from harm or injury by ensuring compliance with occupational, safety, health, labor, and related regulations.
- > Developing and maintaining adequate personnel policies and procedures (including grievance mechanisms);
- > Adhering to local, state and federal laws and regulations that apply to religious nonprofit organizations;
- > Adhering to the provisions of ABCUSA Bylaws and Standing Rules and amending them when necessary.

## **9. RECRUITMENT FOR THE LEADERSHIP POOL AND ASSESSMENT OF BOARD PERFORMANCE**

Recruitment and development of people to serve the leadership function of the denomination is a basic and essential responsibility of the board. In order to provide leadership that is representative of the whole ABCUSA community of faith, care must be taken to provide a pool of candidates that mirrors the diverse racial, ethnic, gender, language, theological and geographical constituencies that exist.

Regular and objective assessment of board performance is an essential element of continued board effectiveness.