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ABCUSA ASSOCIATE GENERAL SECRETARY OF ANTI-RACISM MINISTRY (JOB) DESCRIPTION

The work of anti-racism is not for the faint of heart. It is the work of a denomination willing to invest both time and resources. The identification of **Associate General Secretary of Anti-Racism** is a beginning. This position **cannot** be a shared position or an add on to a current staff members work responsibilities. This must be a position or positions identified, supported, and acknowledged for this crucial work.

The **Associate General Secretary of Anti-Racism** will be responsible for strategic leadership and planning, developing an anti-racist organizational culture and partnerships that cultivate individual, local church, and institutional relationship development.

The Associate General Secretary of Anti-Racism will co-lead a strategic and organizational transformation as ABCUSA works to become the most anti-racists denomination in the world. The Associate General Secretary of Anti-Racism will work closely with an engaged and expanding constituency within the denomination. This will include identifying and implementing anti-racism work throughout the denomination through partnerships with key denominational partners, as well as, individuals and local churches, driving cultural change through the denomination.

The Associate General Secretary of Anti-Racism will be an empathetic, influential, and energetic leader with sound business experience, excellent communication skills, and strong collaborative capabilities. They must be a lifelong learner with a comprehensive background, training and solid understanding of anti-racism. The ideal candidate will be a strategic thinker with entrepreneurial instincts that can be applied to anticipating ABCUSA's future needs and opportunities to take the good news of the Gospel to the world acknowledging and celebrating each individual, culture and community with the highest positive regard.

Basic Qualifications

Candidates **MUST** meet the following basic qualifications in order to be considered for this role:

The candidate for the Anti-Racism Associate General Secretary must be visionary, is highly experienced executive with 10+ years in executive leadership and pastoral ministry.

With a minimum of a Master of Divinity degree with an interest in research and praxis.

ABCUSA ANTI-RACISM COMMISSION PROPOSED BUDGET

FIVE YEAR BUDGET STRUCTURE

RATIONALE AND VISION:

This is a format for the budget for this program for the ESTABLISHMENT PHASE through year five.

We anticipate an increase in work status after the Establishment Phase to full-time staffing of an ABCUSA Associate General Secretary of Anti-Racism, a part time position of an Associate Director of Anti-Racism, and a full-time administrative assistant.

In year three and four full-time staffing of at least three personnel. At this point we will have a better understanding of the needs of the denomination and would have developed partnerships with denominational partners, denominational ministries including individuals, local churches, and institutional affiliations.

Year five will be the determining factor as to the need to extend this work through the develop an ABCUSA Center for Religious Studies in Anti-Racism, Equity and Justice.

The Anti-Racism Task Force feels strongly that the leadership of the Commission should be consistent with that of the work of the Task Force especially during the Establishment Phase through year three. This will provide the continuity needed to carry this sacred work forward.

ESTABLISHMENT PHASE:

1. Appointment of a chair of Anti-Racism Commission
2. Identification and appointment of members of commission
3. Fix rules of procedure for the Commission in accordance with the Bylaws and ABCUSA Standing Rules
4. Identification of vision, mission, and goals of the Commission
5. Begin to establish collaborative relationships with ABCUSA partnerships
6. Host large and small group professional anti-racism training for the denomination
7. Develop Professional Anti-Racism Trainers
8. Work closely with the Associate General Secretary for Mission Resource Development to identify and secure funding from ABCUSA partners and other funding sources for the establishment and development of the Anti-Racism Commission with short term and long-term funding goals.

STAFFING

Appointed chair of the Anti-Racism Commission (½ time)	\$TBD
Assistant Chair of the Anti-Racism Commission (½ time)	\$TBD
Support Staff (shared administrative staff with OGS)	
Consultants (for building resources and support of infrastructure)	
Anti-Racism Professional Trainer Development	

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|-----------------------------|----------|
| 1. Direct Expenses | |
| Travel for speakers | \$ 5,000 |
| Meetings/other travel costs | \$ 7,000 |

Travel for consultants	\$ 0
Printing/Design (toolkit resource and mtg materials)	\$ 5,000
2. Other Expenses	
Speaker stipends	
Sub-grant to affiliated organization	
3. POTENTIAL INCOME	
Request from Denominational Partners	
Requests from other foundations for research	
In-kind contributions	

YEAR TWO:

4. Associate General Secretary for the work of Anti-Racism and an Assistant Associate	
Staffing (3/4-time staff and 1/2 time staff)	\$200,000
Support Staff (1/2 time Administrative Assistant)	\$ 35,000
Benefits (healthcare, retirement, payroll tax, etc.)	TBD
Consultants (for building resources and support of infrastructure)	\$ 25,000
5. Direct Expenses	
Travel for speakers	\$ 5,000
Meetings/other travel costs	\$ 7,000
Travel for consultants	\$ 0
Printing/Design (toolkit resource and mtg materials)	\$ 5,000
6. Other Expenses	
Speaker stipends (optional)	
Sub-grant to affiliated organization	

POTENTIAL INCOME

Request from Denominational Partners
Requests from other foundations for research
In-kind contributions