



Purpose

The Board of Directors is the governing body of Unity of Wilmington. Its purpose is to make decisions that support the Mission of this Ministry. Board members demonstrate by words and example the power and joy of life lived according to spiritual principles.

Duties

Please refer to Bylaws Article VI, Section 8 for a full list of duties.

Job Description

Major areas of responsibility: Set policy; Hire/support the Minister; Advocacy; Fundraise and financial stewardship; Monitor and evaluate; Plan for the future.

1. Set Policy

A policy is a course of action that the Board has decided it wants the organization to take. The Board establishes policies that outline how the ministry will operate to accomplish its mission. The Minister(s) and staff function within these parameters. The Board, including the Minister(s), acts as observer, interpreter, and evaluator of how well policy is being carried out and the mission is being accomplished.

2. Hire/Support the Minister

The Board hires the Minister(s) to be the spiritual leader and to run the day-to-day operation of the ministry. A ministry's main work is to offer a variety of opportunities for spiritual growth. Managing the business aspects of the ministry effectively provides easy access to those opportunities.

- Volunteer Board members cannot be expected to manage the ministry's day-to-day operation.
- Support the Minister(s) by giving him/her/them the authority to carry out the policies of the Board.
- Maintain open, honest, clear communication.

3. Be an Advocate

- a. Know your ministry's history.
- b. Know your ministry's mission statement. It tells you what the church is about and provides the framework within which your work as a Board member is cast.
- c. Members of the Board are in a unique position to learn what others are saying about the church in the community, both internal and external.
 - Always recognize and give thanks for the good that is already expressing in your ministry as you seek to improve it.

- Does the membership see itself as part of a growing, vital, forward thinking church? If not, why not? What would they want to happen to begin seeing it that way?
- As people in the community-at-large, what is the image of the church? What do you want it to be? What needs to happen for it to become what you want it to be?
- How does the membership feel about the ministry's leadership?

4. Fundraise and Financial Stewardship

As you tithe and establish as a policy that the ministry will tithe, you will experience its benefits.

- a. Monitoring the Finances. Pay careful attention to the financial plan. You should ask:
 - Where are projected revenues coming from in the next year?
 - Where in the budget will the money be spent?
 - Are expenditures consistent with our mission and vision?
- b. Ineffective Ways to Monitor Finances:
 - Don't delegate the full Board's responsibility to either staff or the Prosperity Team for the financial integrity of your church (even if you attempt this, it remains your responsibility and accountability to the membership).

To paraphrase Myrtle Fillmore when Unity faced a financial challenge early on, *"It's not a question of funds, but of faith."*

5. Monitor and Evaluate

It is the responsibility of the Minister(s) to watch the details and activities of the ministry on a day-to-day basis. The Board, including the Minister(s), assesses on an ongoing basis whether activities of the church are in alignment with the ministry's mission and vision.

Questions to ask include:

- Are people's lives changing for the better because they are part of this ministry?
- Do people encourage friends to "take a look" at what's happening at your church?
- Are enough people involved to do the things that need to get done? (Lots of participation or just a few who do "everything"?)
- Is/are the Minister(s) carrying out the policies established by the Board? If not, does/do the Minister(s) have adequate administrative support? Does the Board have realistic expectations about how much a Minister can do?

6. Plan for the Future

By delegating the day-to-day operation to the Minister, you free yourselves to envision and plan for the ministry's future while remembering the primary vision-er is the Minister(s).

- What would you like this ministry to look like in five year; ten years; twenty years?
- Consider a Board retreat for a strategic planning session. Hiring a facilitator can enhance the process and the outcome.
- If you don't choose the direction, the universe will choose for you.

It is wise to get a facilitator who is not a member or associated with the church. A member has a vested interest in the church, and may guide the process, unconsciously, in a biased direction.