

Love INC of Eagle River

January 2010

Dear Board Applicant,

We welcome your interest in applying for a position on the Board of Directors for Love INC of Eagle River. We are working with churches in the Chugiak, Peter's Creek, and Eagle River communities to address the needs of many. The past year has been exciting, as we saw God's vision for Love INC begin to unfold. Our first year of service we helped over 300 families of neighbors in need, a church donated space for our Love INC office and over 500 volunteers helped our community.

The mission of Love INC is "to mobilize the church to transform lives and communities, in the Name of Christ."

Please prayerfully consider your answers as you complete your application. Prayer is the number one tool that Love INC utilizes in every step of their planning and decision making process. "The difference between a good work, and a God work, is prayer."

The following materials and application will give you a foundation of understanding regarding the responsibilities, expectations, and mission of Love INC. Should you have additional questions, please feel free to call upon Reverend Gracie, Lisa, or myself for answers.

In His Name,

Wendy Cleveland
Board Chair
301-0120

Gracie Jackson
Acting Executive Director
317-8383

Lisa Munson
Nominating Committee Chair
242-4152

Love INC of Eagle River Responsibilities of Board Members

The primary function of the board of directors is to discern God's will for Love INC. Board responsibilities include:

- Spiritual – practice the spiritual disciplines of scripture reading, prayer, and reflection, individually and corporately.
- Legal – ensure legal and ethical integrity and maintain accountability.
- Financial – develop an annual budget, oversee financial expenditures, manage assets, and put financial controls into place.
- Resource Development – Develop and implement a fund-raising plan to ensure

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- adequate resources. Identify and solicit funds from external sources of support.
- Personnel – Appoint, supervise, encourage, and remove the executive director. Approve wages and benefit plans, approve personnel policies, and delegate authority to subcommittees.
 - Planning – Approve program and service plans, ensure adherence to the Love INC mission, and develop long-range and strategic plans with staff.
 - Continuity – Identify, nominate and train new board of directors to perpetuate Love INC.
 - Policy and Decision Making – Prayerfully make major decisions with an emphasis on policies that affect client, program services, and funding matters.
 - Marketing and Public Relations – Represent Love INC, along with staff, to churches, the community, funders, and the public at large.
 - Evaluation – Monitor services to clients and client satisfaction, conduct annual performance review of the executive director, evaluate the board's performance, and ensure Love INC operates consistently with its mission.

Expectations of Board Members

Not only does the board of directors have corporate responsibilities, but they also are entrusted with individual responsibilities. To be an effective board of directors for Love INC, each board member must give time, expertise, resources, and commitment.

Time

Attend all regular, committee, and special board meetings
Carefully read minutes, financial information, and reports
Read all organizational literature
Fulfill commitments within promised timelines

Expertise

Know the Love INC mission, purpose, goals, policies, services, strengths, and needs
Share advice and skills to enhance programs and services
Take initiative and provide leadership
Seek to enhance the image of the organization

Resources

Contact churches, individuals, businesses, or organizations that may provide support or in-kind contributions
Contribute personally and encourage others to do the same

Commitment

Pray regularly for all aspects of Love INC