

# ▶ ASCEND TO LEADERSHIP

KABC LEADERSHIP NOMINATIONS



*“Now there are varieties of gifts, but the same Spirit: and there are varieties of services, but the same Lord... To each is given the manifestation of the Spirit for the common good.” – 1 Corinthians 12:4, 7*

# ASCEND TO LEADERSHIP

## KABC LEADERSHIP NOMINATIONS

The KABC Nominating Committee is soliciting nominations for leadership positions here within the Kaighn Avenue Baptist Church in the following capacities:

- Board of Trustees
- Scholarship Council
- Family and Friends Day (2022-2023)
- Church Anniversary (2022-2023)

This is your invitation to help us develop a slate of candidates that possess the gifts and talents necessary to be fruitful in a position. Your church needs known talents and gifts to carry out God's plan. Please give prayerful consideration and thought about persons you feel demonstrate the gift of leadership and should be considered for a position here at KABC. That person may also be you! Our goal is to fill all open positions and install new leaders in January 2021, active service would begin in January 2021. All candidates will be contacted and interviewed by the nominating committee.

### **Nomination Criteria and the Process:**

Nominees for any position, must be members of KABC who have a demonstrated record of moral and spiritual character, attend bible study and/or church school, tithe or growing towards it and attend Sunday worship services a minimum of 45 Sundays a year. Nominees should also possess a spirit of cooperation, a forgiving spirit, and a willingness to "speak the truth in love". Church leadership will require diligence, commitment and faith.

The process by which we elect our Church Leaders is outlined in our Church Constitution. Elected leaders are nominated by the Nominating Committee, from a slate of nominees created with the assistance of the congregation. To nominate a candidate for an open position at Kaighn Avenue follow the steps below:

- Identify a candidate (you can nominate yourself),
- Complete Nomination Form included in this document which includes brief biography and summary of your gifts, talents and skill set.
- Submit your completed forms to the church office, or email your completed form to the church at [kaighnabc@msn.com](mailto:kaighnabc@msn.com).

## **POSITION DESCRIPTIONS:**

To best align someone's gifts and talents with the positions available at KABC please review the descriptions below:

### **A. TRUSTEE:**

#### *Summary:*

Trustees responsible for the supervision of all Church property and the financial management of the Church. They can be elected for one (1) three-year term, (1) two-year term, or (1) one-year term. At the end of their term they may apply for an additional three-year term. However, after two-consecutive terms the member cannot apply for a minimum of one- year.

#### *Gifts/Talents needed but not limited to:*

Experience in the fields of financial investments, property management, construction, law.

#### *Duties:*

- Hold in trust all property belonging to the church and take the necessary measures to ensure its protection, management and upkeep.
- Determine uses for the Church facilities for all extra or secular purposes.
- Designate a lending institution where Church funds are deposited and held.
- Responsible for bill payment.
- Supervise ways and means of raising funds needed to support the Church and Missions.
- Disburse funds as appropriated
- Prepare written quarterly reports.
- Hire musicians, consultants and custodians.
- Establish salaries and pay for services rendered.

- Make decisions when it is necessary to withdraw funds from the Church treasury
- Receive and count monies collected by ministries, auxiliaries or individuals using the Church's name.
- Ensure financial audits are conducted.
- Create church budgets and manage with the parameters.
- Manage personnel contracts and payroll
- Understand City Codes and Regulations; ensure church facilities comply.
- Implement security programs

## B. SCHOLARSHIP COUNCIL

### *Summary:*

The Scholarship Council serves to provide a platform that supports and encourages the pursuit of education.

The council consists for 12 members (8 appointed by the Pastor and 4 elected). Elected members serve for a 3-year term.

### *Gifts/Talents needed but not limited to:*

Persons with financial management; fundraising and education backgrounds are some of the skills suited for this role.

### *Duties:*

- Receive and manage generous gifts from church members for higher education.
- Solicit applications for scholarship funds.
- Evaluate scholarship applications to ensure applicants meet the criteria for scholarship.
- Provide guidance with college selection, application process, pre-testing (PSAT & SAT) preparation and guidance to those intending to go to college.
- Create programs that build the scholarship fund.
- Follow up with scholarship recipients; encourage their educational journey.
- Mentor students through the secondary education transition and process.
- Provide exposure to career opportunities; resume building and other skill needed.

## D. FAMILY & FRIENDS DAY CHAIRPERSONS

### *Summary:*

To organize and execute plans to celebrate the day when KABC invites all Family and Friends of to come KABC and visit their church family.

### *Gifts/Talents needed but not limited to:*

Persons with a skill for event management

### *Duties*

- Planning events for Family and Friends Day
- Create program for the event
- Form sub-committees for special projects
- Publicize the program reaching out to family and friends that may have moved away, and utilizing the various platforms of social media.

## E. CHURCH ANNIVERSARY

### *Summary:*

To organize and execute plans to celebrate the day KABC was founded.

### *Gifts/Talents needed but not limited to:*

Persons with a skill for event management

### *Duties*

- Planning events for Church Anniversary
- Create program for the event.
- Form sub-committees for special projects
- Publicize the program reaching out to friends and family that may have moved away, and utilizing the various platforms of social media.

Nominee's Name:	
Position:	
Mailing Address:	
E-Mail Address:	
Contact Phone:	
Summarize the gifts/talents, experience and personal characteristic that support this individuals' qualifications for the position.	
Provide a brief biography of the Nominee and/or attach a biography	

