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## **BOARD MEMBER FUNCTIONS & RESPONSIBILITIES**

### **I. PRINCIPAL FUNCTIONS**

Tennessee Valley Pastoral Counseling is governed by an independent Board of Directors. The Board of Directors shall consist of a total of eight to sixteen members, one of which is the Executive Director. This board is committed to the Lordship of Jesus Christ and His principles for the success of the organization.

In addition to administering with this common conviction, directors provide guidance and support in areas such as finance, administration, and policy, according to their individual fields of expertise. They shall also act as a support system to assist the Executive Director in carrying out the vision and mission of the organization.

### **II. RESPONSIBILITIES**

The members of the Board of Directors of Tennessee Valley Pastoral Counseling shall:

1. Ensure that the Tennessee Valley Pastoral Counseling bylaws, policies, and procedures are updated and amended, if needed, to reflect state and federal laws and regulations for 501(c)(3) organizations.
2. Establish the Tennessee Valley Pastoral Counseling operational budget from year to year, and engage in long-range planning to ensure and establish its general course for the future.
3. Be actively involved in assisting the Executive Director in promoting this ministry and assist organizing and volunteering for its annual fundraisers. This includes any rare occasion which may arise when the Executive Director cannot be in two places at once and requests the Board's assistance.
4. To personally make a financial pledge (minimum suggestion of \$10 a month) to support the ministry of Tennessee Valley Pastoral Counseling, to solicit financial support from among personal contacts, and contribute personal talents and other resources to further the growth of this this ministry.
5. Attend quarterly board meetings and any other meeting which may be called by a Board Officer.
6. Regular prayer support for the Executive Director, support staff, volunteers, and clients that God has directed to our organization for spiritual and emotional guidance.