



Director

A Ministry Position

Organizational Overview:

Step By Step Worldwide Ministries exists to rescue Abandoned Children with Special Needs, and to demonstrate the love of God toward every life He places into our care. Our commitment is to provide each of our children and resident adults with our Three-fold Purpose, "A Home - A Hope - A Future." We as a mission organization and family of faith, have committed to love unconditionally, show Christ-like compassion to the destitute, while using whatever gifts and resources we have, to help meet the needs of not only the children we receive, but also those in the local community. Our international base is established in Ghana, West Africa, and as the Lord directs our steps, we will fulfill the name He has given us, by expanding to additional nations worldwide.

Personal Expectations:

The individual selected must embrace and be a willing public representative of the organization, promoting the organization personally, in a manner of gentleness, kindness, and humility. A Director for Step By Step Worldwide Ministries must display our core values at all times, presenting themselves as the ambassador of the organization.

Character Required for the Position:

The individual selected as a director, must reflect the biblical values outlined in our statement of faith. In all areas of responsibility, the likeness of Christ must be imitated and demonstrated in word and deed. At all times the individual shall demonstrate the character and conduct of the Holy Spirit, exuding God's love and faithfulness to others.

Financial Commitment:

Every calendar year, each Director shall be expected to demonstrate their priority and commitment to the Corporation through giving. The contribution must be measurable, defined, recognized, and approved by the Board of Directors, and recorded in the minutes of the Year End Board of Director's meeting.

General Description of Position:

Serves as a Director for the corporation.

Overview of Duties/Responsibilities:

General duties and responsibilities include involvement in the planning and development of all organizational functions, including: Fundraising, Foreign Missions strategies, Evangelism, Administration, and organizational growth. They shall be involved in the development of a cost-efficient annual budget. Must demonstrate disciplined time management skills, a proactive mindset, and ability to plan and execute directives agreed upon by a vote of the Board of Directors. The Director shall attend scheduled Board meetings and present input and direction toward the finalization of the annual plan.

Qualifications/Experience/Abilities/Skills:

- A Leadership level of written, oral, and interpersonal communication skills.
- A proven track record of leadership accomplishments

- An ability to express, plan, execute, and bring to fruition, programs and initiatives to move the organization forward.
- A forward-thinking or visionary mindset
- Skill to take best practices used by like-minded organizations, and apply them to our organization with greater results.

Administrative:

- Shall maintain current knowledge of all organizational decisions, actions, and progress, utilizing organizational software and storage methods.
- Shall be conversant with, and have understanding of all stored Governmental and legal documents of the organization.
- From time to time, present results of assigned action items, during meetings of the Board of Directors.

Board Meetings:

- Must be present at all meetings of the Board of Directors.
- May request an interim meeting to present time sensitive issues relating to corporation's programs.
- Present strategies and requirements going forward, at the November meeting of the Board of Directors.

Term of Office:

(Organizational Bylaws Article 3 Section 2) - At each annual meeting held during an election year, or during a specified interim meeting, the currently seated members of the board shall elect directors to hold office for renewable terms of three years. Each director shall hold office until the expiration of the term for which he or she was elected, and if applicable, until his or her successor has been elected and shall have qualified, or until his or her prior resignation or removal.

The _____ Director is a Volunteer Ministry Position.

Interested candidates should apply directly by contacting the organization via our website, phone, social media, or in person.

Step By Step Worldwide Ministries is registered as a **501c3** non-profit charity in good standing with the United States Department of Internal Revenue. **EIN# 84-3369147**. Please find our profile on GuideStar, where we have been awarded the "Platinum" level of participation demonstrating our commitment to nonprofit transparency.

(This position is open as of the latest update of this document)

03/16/2021

www.stepbystepworldwide.org