[](http://www.ecfa.org/ToolsAndTemplates/Tool_21_Board_Member_Annual_Affirmation_Statement.pdf)Your Name:

# XYZ MINISTRIES

**Board Member Annual Affirmation Statement**

## MY COMMITMENT

* Yes! I affirm my high commitment and generous use of my *time, talent and treasures* for the purposes of kingdom advancement through the work of XYZ Ministries. I believe God has called me to serve and I accept these roles, responsibilities and privileges with joy and enthusiasm.

Term of office: January 1, 2020 to December 31, 2022 (3 years) Board

Members Wear 3 Hats:

☑ Governance Hat

☑ Volunteer Hat (based on your strengths, social style and spiritual gifts)

☑ Participant Hat (participation at ministry events and fundraising dinners, etc.)

## GOVERNANCE HAT:

*Circle: Yes or No*

Yes No 1. I affirm the XYZ Ministries Statement of Faith.

Yes No 2. I affirm I will serve faithfully on the XYZ Ministries Board of Directors, confident that I have the enthusiastic affirmation of my family (and my employer, if required) along with their understanding of the commitments I am making in the use of my time, talent and treasure.

Yes No 3. I affirm I will pray regularly for XYZ Ministries, the CEO, the staff, and the Board of Directors.

Yes No. 4. I affirm I am *highly committed* to attending the scheduled meetings of the board and committees and understand that the cost of transportation, hotel, and non-scheduled meals will be my responsibility. I will also participate in the regularly scheduled telephone conference calls. (*See the attached list for future board meetings.*)

Yes No 5. I affirm that during my three-year term on the board I will arrange my giving priorities so that I am able to be a generous giver to XYZ Ministries, recognizing that major donors, foundations and other donors have the expectation that the XYZ Ministries Board of Directors will be part of the “most highly committed” group of donors.

*Note:* “Generous giving” does not mean that our board members must be wealthy. Instead, when at all possible, we encourage each board member to prioritize XYZ Ministries so it is one of the “Top-3” ministries for an individual’s annual giving. (*See the Board Policies Manual for more details.*)

Yes No 6. I affirm that, as I’m able, I will seek to influence my colleagues, my organization/company, major donors and foundations to be generous givers to our ministry.

Yes No. 7. I affirm that I am an active attender and participant in my local church and am committed to a spiritual journey of becoming a fully devoted follower of Christ.

Yes No 8. I affirm that I will carefully consider opportunities for service on various board committees and will accept such assignments, as I am able. Note: Current standing committees of the board are:

* 1. Executive Committee
  2. Finance & Audit Review Committee
  3. Governance Committee

Yes No 9. I affirm that if I am unable or unwilling to continue to serve, prepare for and attend meetings, and execute my responsibilities as a member of the Board of Directors of XYZ Ministries, I will resign my position so that the board may have the benefit of the full support and committed time, talent and treasure of an active board member.

Yes No 10. Other:

## VOLUNTEER HAT:

*Circle: Yes or No*

Yes No 1. I understand that while I am encouraged to serve as a volunteer of XYZ Ministries, *such service is separate from my roles and responsibilities as a board member*. I understand that volunteer service is optional, but should I volunteer, the organization will seek to place me in a volunteer role that leverages my spiritual gifts, strengths and social styles.

Yes No 2. I affirm that should I serve as a volunteer, I will respect the lines of authority and accountability and not inappropriately bring my “Volunteer” hat ideas, suggestions, issues or recommendations to the board—but I will work directly with the staff person or volunteer that supervises or coordinates my volunteer work.

Yes No 3. As a XYZ Ministries volunteer, I affirm I will prayerfully consider other opportunities for volunteer service, including:

* Representing the organization at meetings and events
* Serving at an event
* Serving on an ad hoc task force or committee
* Joining the CEO in meetings with potential donors

Yes No 4. Other:

## PARTICIPANT HAT:

*Circle: Yes or No*

Yes No 1. I understand that as a board member, I am expected to attend selected events each year as a participant—and that, as much as possible, those calendar dates will be announced a year in advance. I also understand that married board members will be highly encouraged to involve their spouses in many of these events.

Yes No 2. I affirm I will aggressively encourage others to become involved with XYZ Ministries and invite at least [circle: 3, 5, 10, \_\_\_] people new to the ministry to participate in one or more events each year, when possible.

Yes No 3. I will seek to participate in at least one major ministry event each year (such as the Annual Workshop) at my own expense. I understand that board members will receive a % discount on registration fees for this event. I also understand I may be asked to volunteer at this event.

Yes No 4. Other:

## 1 Corinthians 4:2 reminds us that to be a steward it is required that one be found trustworthy. Before God, it is my desire to be faithful in stewarding the important work of XYZ Ministries!

**Signed: Date**

Print name:

**2021 “Participant Hat” Expectations for Board Members** (Updated: , 2020)

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Day/Time** | **Location** | **Event** (\*Required Attendance) |
|  |  |  | \* |
|  |  |  | \* |
|  |  |  | (Optional) |
|  |  |  | (Optional) |