MISSOURI BAPTIST CHILDREN'S HOME
Position Description

Job Title: President and CEO

Department: Administration

Location: Statewide

Working Relationships:

- **Reports to:** Board of Trustees

- **Works with:** Board of Trustees; Missouri Baptist Convention; State of Missouri; networks; local, state, national child welfare and family organizations

Position Summary: The president is responsible for the successful operations of the Missouri Baptist Children's Home (MBCH) and its affiliates and serves as the Chief Executive Officer of each entity. The president is under the direction of the board of trustees and has wide latitude for independent decisions within board approved policies.

Primary Position Responsibilities

1. Relationship with the Board of Trustees
    a. Works with the Missouri Baptist Convention and its nominating committee in the selection of board members.
    b. Ensures an effective orientation program is conducted for new board members.
    c. Works with the board chair to ensure board meetings function efficiently and effectively.
    d. Reports to the board at each board meeting.
    e. Implements policies established and approved by the board.
    f. Serves as an ex-officio member on the MBCH board and each of its entities.

2. Serves as Chief Executive Officer
    a. Supervises the Chief Financial Officer of MBCH, the Chief Operations Officer of MBCH and the Chief Advancement Officer of MBCH Foundation and provides direction and oversight for all systems and activities of MBCH and its affiliates including, but not limited to:
        i. Program services
        ii. Finances
        iii. Marketing and communications
        iv. Fund development
    b. Casts the vision for MBCH and provides leadership in strategic planning.
    c. Is the primary liaison with the Missouri Baptist Convention and presents reports as scheduled and requested at its annual meeting and to the executive board.
    d. Regularly shares the work of MBCH and the related needs, financial and otherwise, with Missouri Baptist churches.
    e. Works with Missouri legislators and other State employees to effect legislation and practices that will be beneficial to the ministry of MBCH.

f. Monitors judicial and regulatory rulings to determine impacts on MBCH and its ministries.
g. Maintains a relationship with local, state and national child welfare and family organizations.

3. Other duties as may be assigned by the Board of Trustees.

Professional Qualifications:

1. A minimum of five years' experience in the management of personnel and programs like those of the MBCH or in Christian ministry.

2. A master's degree or higher in social work, counseling, divinity, or a closely related field.

3. Be an active member of a Southern Baptist Church cooperating and affiliated with the Missouri Baptist Convention.

Personal Qualifications:

1. A growing and dynamic Christian faith and worldview evident through visible Christlikeness and godliness, a commitment to the Baptist Faith and Message 2000, and a commitment to the values and ministries of the MBCH.A life-long learner motivated to being highly effective in sanctity of life ministries.
2. A person with proven leadership abilities especially in listening, planning, and collaboration.
3. A visionary with the ability to motivate, encourage, lead, and communicate within our diverse organization, and across the broad landscape of Missouri Baptists.
4. A person motivated in expanding the effectiveness of the MBCH by engaging and networking with MBC churches and partners throughout the state.

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President's Signature Date

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Board Chair's Signature Date

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