SCLMM PRESIDENT
JOB DESCRIPTION
UPDATED FEBRUARY 2015

AGREES TO SUPPORT SOUTH CAROLINA LUTHERAN MEN IN MISSION PURPOSES, OBJECTIVES, GOALS AND PROGRAMS AS APPROVED BY THE EXECUTIVE COMMITEE AND PUBLISHED IN THE SCLMM DIRECTORY.

JOB SCOPE:

- SUPPORT THE GOALS OF SCLMM.
- PLAN THE YEAR'S ACTIVITIES WITH THE ASSISTANCE OF THE OTHER OFFICERS AND EXECUTIVE DIRECTOR.
- APPOINT DIRECTORS AND COMMITTEES FOR THE YEAR.
- SET DATES FOR THE EXECUTIVE COMMITTEE MEETINGS AND CALL SPECIAL MEETINGS AS MAY BE APPROPRIATE.
- COORDINATE WITH THE EXECUTIVE DIRECTOR ON PRINTINGS OF CONVENTION PROGRAM FOR DISTRIBUTION AT THE ANNUAL SCLMM CONVENTION IN FEBRUARY.
- WITH THE ASSISTANCE OF THE EXECUTIVE DIRECTOR, PREPARE THE AGENDA FOR EACH EXECUTIVE COMMITTEE MEETING. THE EXECUTIVE DIRECTOR WILL MAKE AND DISTRIBUTE COPIES TO ALL.
- PRESIDE OVER THE EXECUTIVE COMMITTEE MEETINGS AND ATTEND ALL OTHER MAJOR SCLMM EVENTS DURING THE YEAR; I.E., RETREAT, MISSION BREAKFAST, CONVENTION, ETC.
- REPRESENT SCLMM AT SYNODICAL EVENTS.
- PREPARE THE REPORT OF SCLMM FOR THE SC SYNOD ASSEMBLY BULLETIN OF REPORTS.
- PRESENT CHARTERS FOR THE NEWLY ORGANIZED AND REACTIVATED SCLMM UNITS.
- ALONG WITH THE EXECUTIVE DIRECTOR, PREPARE THE AGENDA AND PROGRAM FOR THE ANNUAL SCLMM CONVENTION AND PRESIDE OVER THE CONVENTION.
- PARTICIPATE IN DEVELOPMENT LEADERSHIP TRAINING EVENTS AND WORKSHOPS DURING THE YEAR.
- ACCEPT SPEAKING INVITATIONS ON BEHALF OF SCLMM.
- ATTEND CONFERENCE MEETINGS WHEN POSSIBLE.