

TRUTH IN NATURE

CHAPTER PROGRAM DIRECTOR

RESPONSIBILITIES

The local chapter Program Director is the local Truth in Nature representative for their respective chapter. They will lead, direct, encourage, and coordinate all programs and mentorship for the volunteer mentors and young men from single parent & fatherless homes that are attending.

The primary goal for a Program Director is to allow God to use him and his calling to empower his mentors to reach these young men from fatherless & single parent homes for Christ with using God's creation as the backdrop.

Duties (These do not all have to be done by PD, but can be delegated to other key leaders of chapter):

- Agree to the Truth in Nature Statement of Faith.
- Recruitment of men for volunteer mentor roles within your programs. Use a 1 man for every 3 boy's ratio if at all possible
- Registration/Recruitment of boys (middle & high school) from single parent homes in local community served.
- Schedule programs for the calendar year. Minimum 4-6 programs per year.
- Each program will have an outdoor non team sport activity (archery, fishing, hunting, etc.) with devotional and prayer time during program. Devotionals can be led by Program Director or other Mentor/Community Speaker.
- Communication with guardian on schedule, registration, and week of details and what to bring email
- Coordinate venue for program to take place (pond, pasture, hiking trails, hunting property, etc.)
- Purchases necessary equipment for successful program
- Purchase food for programs
- Setup, Break down, and Clean Up before and after program
- Posting of program pictures on Truth in Nature Facebook page after program completion
- Summary of program emailed to Jeff Davis by Wednesday after each program for website blog post
- Assign someone to take pictures and video during program
- Fundraising to make programs possible through business sponsorships, individual donors, grants, etc. Truth in Nature does not charge for single parent boys to participate in programs.

Other Duties:

- Assign representative to maintain local chapter QuickBooks file for financial reporting. Training and software will be provided. Will be due for review each quarter.
- Maintain local bank account and reconcile with QuickBooks.
- End of Year donation receipt disbursement

Spiritual Growth/Healthiness

- Maintain a healthy balance between Truth in Nature, Job/Career, and Family
- Stay in God's Word regularly
- Regular attendance with church family and small group/Sunday School
- Attend Annual Truth in Nature Leader Mentor Retreat with key mentors from your chapter
- Attend Annual Couples Marriage Retreat with Program Directors and Wives