



BOARD CHAIR TRAINING MANUAL

TO LEAD EVERY COACH AND ATHLETE INTO A GROWING RELATIONSHIP WITH JESUS CHRIST AND HIS CHURCH

INTEGRITY

SERVING

TEAMWORK

EXCELLENCE



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Letter from the President

Welcome to the Leadership Board of the Fellowship of Christian Athletes ministry. Since 1954, FCA has been challenging coaches and athletes on the professional, college, high school, junior high and youth levels to use the powerful medium of sports to impact the world for Jesus Christ.

I want to thank you personally for committing your time, talents and resources to this ministry!

The local Leadership Boards play a crucial role in furthering the reach of FCA and seeing the world transformed by Christ. You are one of nearly three thousand FCA volunteers across America who serve in this dynamic capacity. This year, FCA will reach approximately two million people through the ministries of FCA, including more than 50,000 coaches and athletes attending FCA Camps and more than 450,000 students and sponsors meeting regularly in FCA Huddles at their schools.

Praise God for the continued blessing He pours out on this ministry and those who are involved! It's great to have you as a part of the team!

It is our prayer that this Board Chair Training Manual will be a resource that helps guide your team in implementing the FCA ministry in your area.

May the Lord bless your efforts to influence the lives of coaches and athletes for the Kingdom of Christ.

Teammates in Christ,
Shane Williamson

President/CEO Fellowship of Christian Athletes

Vision

To see the world transformed by Jesus Christ through the influence of coaches and athletes.

Mission

To lead every coach and athlete into a growing relationship with Jesus Christ and His church.

Values

Our relationships will demonstrate steadfast commitment to Jesus Christ and His Word through Integrity, Serving, Teamwork and Excellence.

INTEGRITY (*Proverbs 11:3*) We will demonstrate Christ-like wholeness, privately and publicly.

SERVING (*John 13:1-17*) We will model Jesus' example of serving.

TEAMWORK (*Philippians 2:1-4*) We will express our unity in Christ in all our relationships.

EXCELLENCE (*Colossians 3:23-24*) We will honor and glorify God in all we do.

Strategy

TO and **THROUGH** the Coach

We pursue our vision and mission through the strategy of to and through the coach. We seek ministry first to coaches hearts, marriages and families. Then, when ready, we minister through coaches to their fellow coaches, teams and athlete leaders.

Billy Graham said, *"A coach will impact more people in one year than the average person will in an entire lifetime."*

With the influence of a coach, FCA recognizes the most strategic way to reach more athletes is to first reach the coach.

METHODS

As FCA matures, we seek to make disciples through our methods of engaging, equipping and empowering coaches and athletes to know and grow in Christ and lead others to do the same.

ENGAGE (*1 Thessalonians 2:8*) We engage coaches and athletes through genuine relationships sharing our lives and the gospel.

EQUIP (*Ephesians 4:12*) We equip coaches and athletes to grow in Christ through God's Word.

EMPOWER (*2 Timothy 2:2*) We empower coaches and athletes to engage and equip others to know and grow in Christ.

FULFILLING THE VISION

Our Vision

To see the world transformed _____
through the _____ of coaches and athletes.

Vision: a clear and _____ picture of the _____ as
it should be.

Vision is the _____

Fulfilling our vision produces _____ and leads to fulfilling the
vision that was birthed through God in Don McClanen's heart.

Our Mission

To _____ coach and athlete into a _____
relationship with Jesus Christ and _____.

Mission: a call to _____ to _____ our vision

Mission is the _____

Pursuing our mission gives: _____.

Our mission statement has three parts:

- 1.
- 2.
- 3.

Our Values

In our relationships we will _____ our
steadfast commitment to Jesus Christ through _____
_____, _____ and _____
_____.

Values: core _____ that _____ and
_____ our culture.

Values are the _____.

Living our values creates _____.



INTEGRITY:

SERVING:

TEAMWORK:

EXCELLENCE:

Our Strategy

_____ and _____ the coach

Strategy is the _____ focus that ensures our mission is _____.

Strategy is _____.

Executing our strategy ensures _____.

Our Methods

Methods are the _____ to
_____ our strategy.

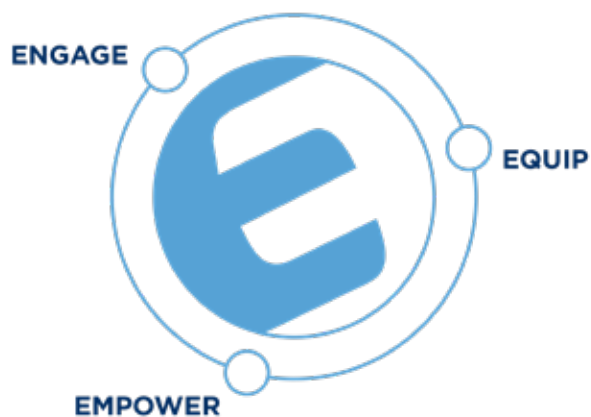
Methods are _____.

_____ our methods creates

ENGAGE

EQUIP

EMPOWER

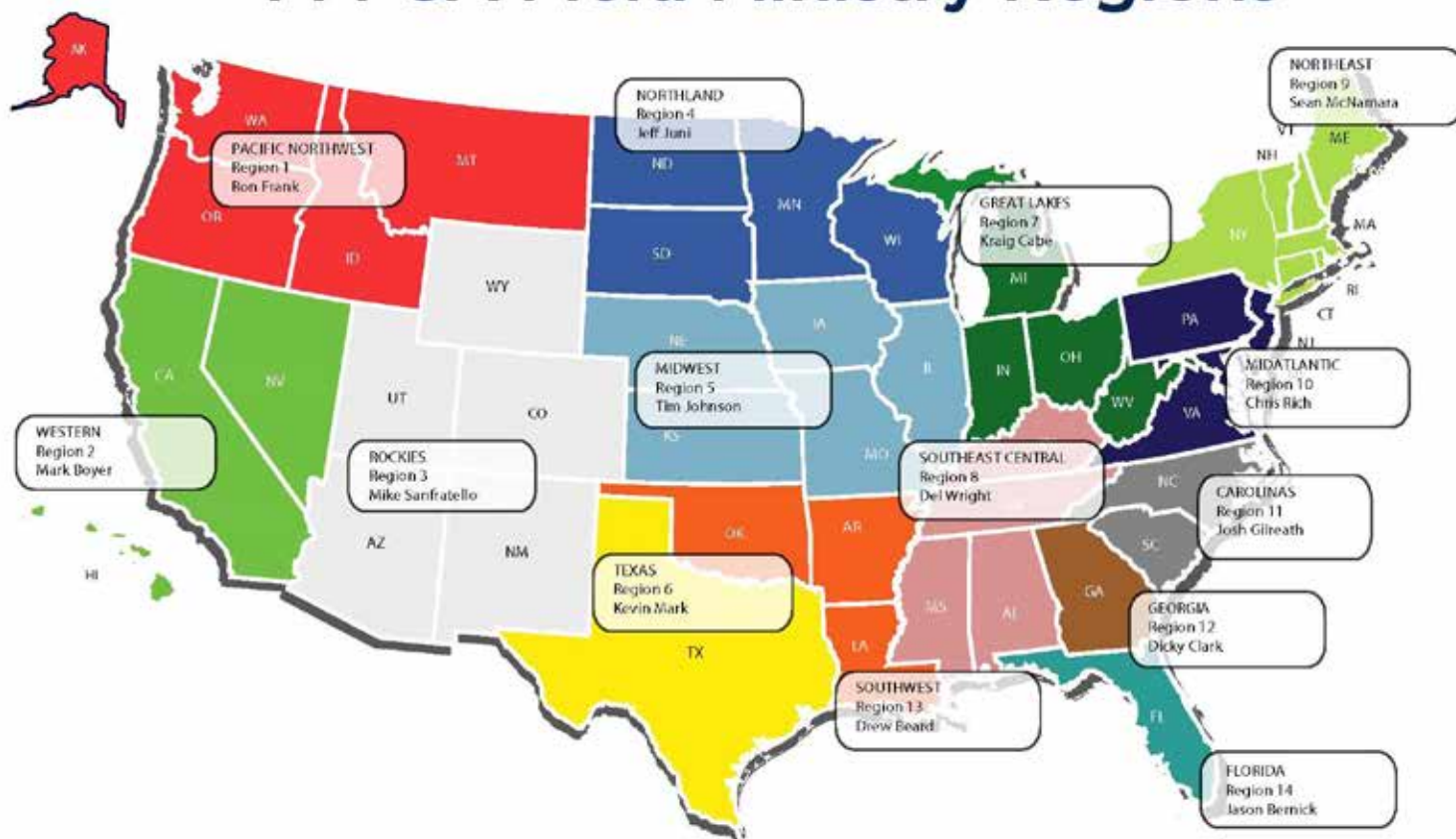




Where and How We Serve



14 FCA Field Ministry Regions





FCA Field Ministry Divisions





14 FCA Global Regions



To see the WORLD...



We serve our _____ through the following lanes:

International Ministry:

Talent Advancement:

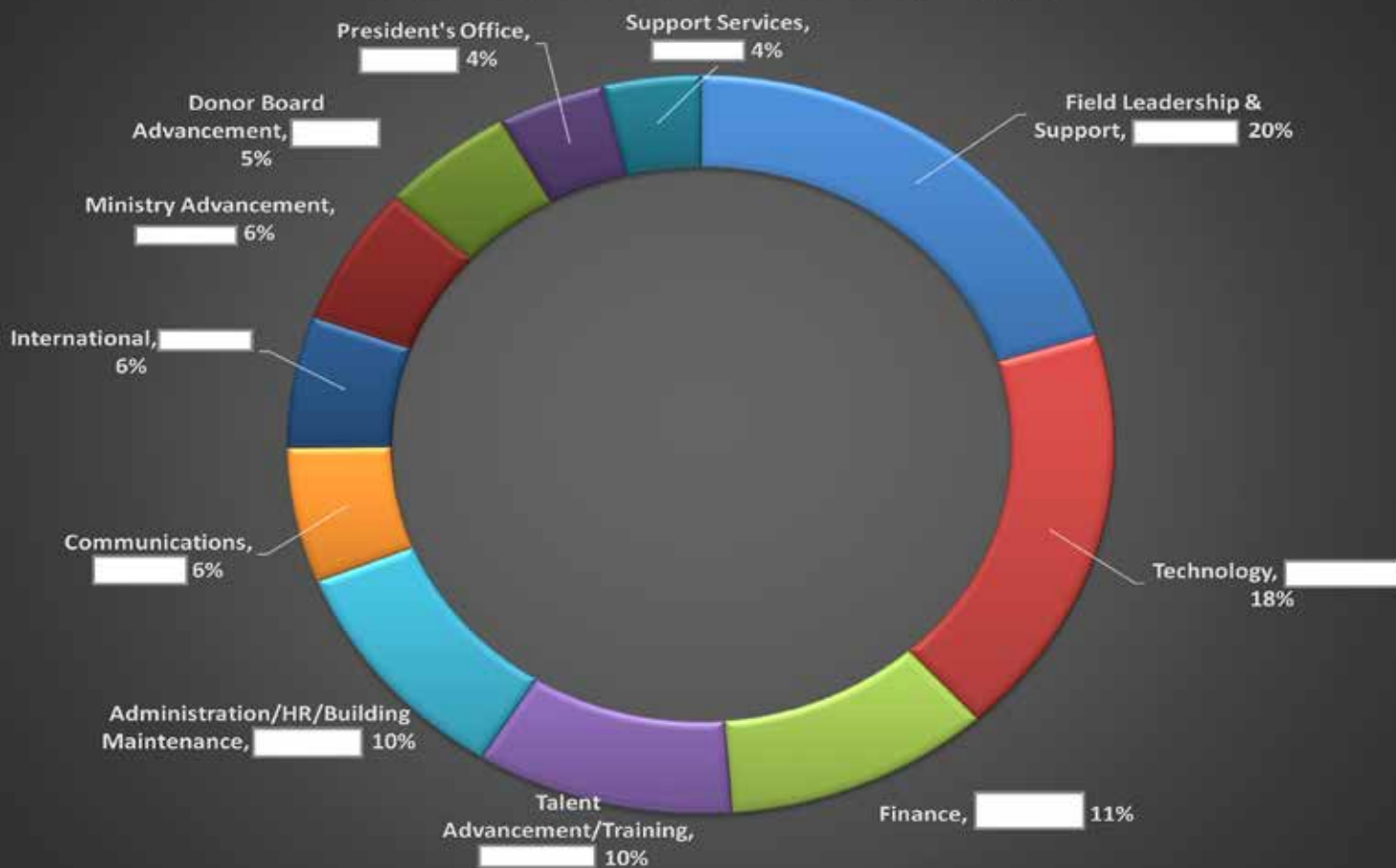
Ministry Advancement:

Board and Donor Advancement:

FCA Support Center:



What Does the Administrative Charge Pay For







Board Chair

The Board Chair role is to:

Lead the _____

Lead the _____

Season/Stages of a Board:

New / Start-up:

Moving & Growing:

Mature:

Leadership Board Structure:

Roles and Responsibilities



Ministry Team:

The goal of the ministry team of the board is to help in the _____ of the ministry plan for the local area.

To _____ and help _____ that ministry plan.

Responsible for Keys To Victory (KTV's) annually / monthly ministry report.

_____, _____ and _____ the FCA
Staff.

Planning:

Communications/Marketing Team:

The goal of the communication and marketing team is to _____ and _____ an effective communications plan for the FCA ministry.

This includes developing effective _____ and _____ which help in telling the story of the ministry impact and inviting people to get involved in FCA.

Planning:

Events Team:

The goal of the events team is _____ and _____ highly effective major events in your area.

These include Ministry, Donor and Staff events and experiences.



It is critical that all FCA events are run with _____ and _____. Every event, whether ministry or donor, should be well planned and supported.

Planning:

Development Team:

The goal of the development team is to support donor relationships by ministering to hearts, thanking and casting vision. It is critical we _____ for our donors well, _____ ministry impact, and _____ donors directly to the ministry.

Planning:

Lead the Board Members

Board Member Recruitment:

Call:

Chemistry:

Character:

Capacity:

Diversity:



Serve

Work _____ the ministry.

Exhaust your _____.

Work _____ the ministry.

Give

Surround yourself with _____ on
the same _____.



Lead the Meetings

Lead Board Meetings

Planning the Meeting:

Meeting schedule should be put on the calendar for the_____.

Frequency of meetings will depend upon Board _____
and _____ Structure.

Board Chair and _____ should meet 2 weeks prior to each scheduled board meeting to set the agenda, talk through the facilitation of the meeting, and discuss _____ plans.

Board Chair should connect with Team Leaders to _____
progress prior to Board meetings.

Lead the Meeting:

ENGAGE

_____ and with Personal Testimony from coaches, athletes, board members, and volunteers.

EQUIP

Facilitate updates on Ministry _____ and _____
_____ and _____ updates.

EMPOWER

What happens next: _____ Board Members to be effective in their role and on their _____ to _____ the mission and vision of FCA.

Best Practices:



Follow up the Meeting:

Board Chair responsible for sending meeting _____ to
all Board Members within _____ of the
meeting, be specific as to:

What we agreed to do

Who's going to do it

When we committed to get it done

This creates _____



Relationship between Board and Area/Multi/Metro/State Director

Leading the Board

- Engage the Board Chair to refine and finalize the local vision and ministry plan for your area.
- Equip the Board Chair through regular training for their role.
- Empower the Board Chair to grow the Board and organize Board Teams.

Leading Board Members

- Engage with and minister to the hearts of Board Members.
- Equip & Empower Team Leaders to complete key projects.

Leading Board Meetings

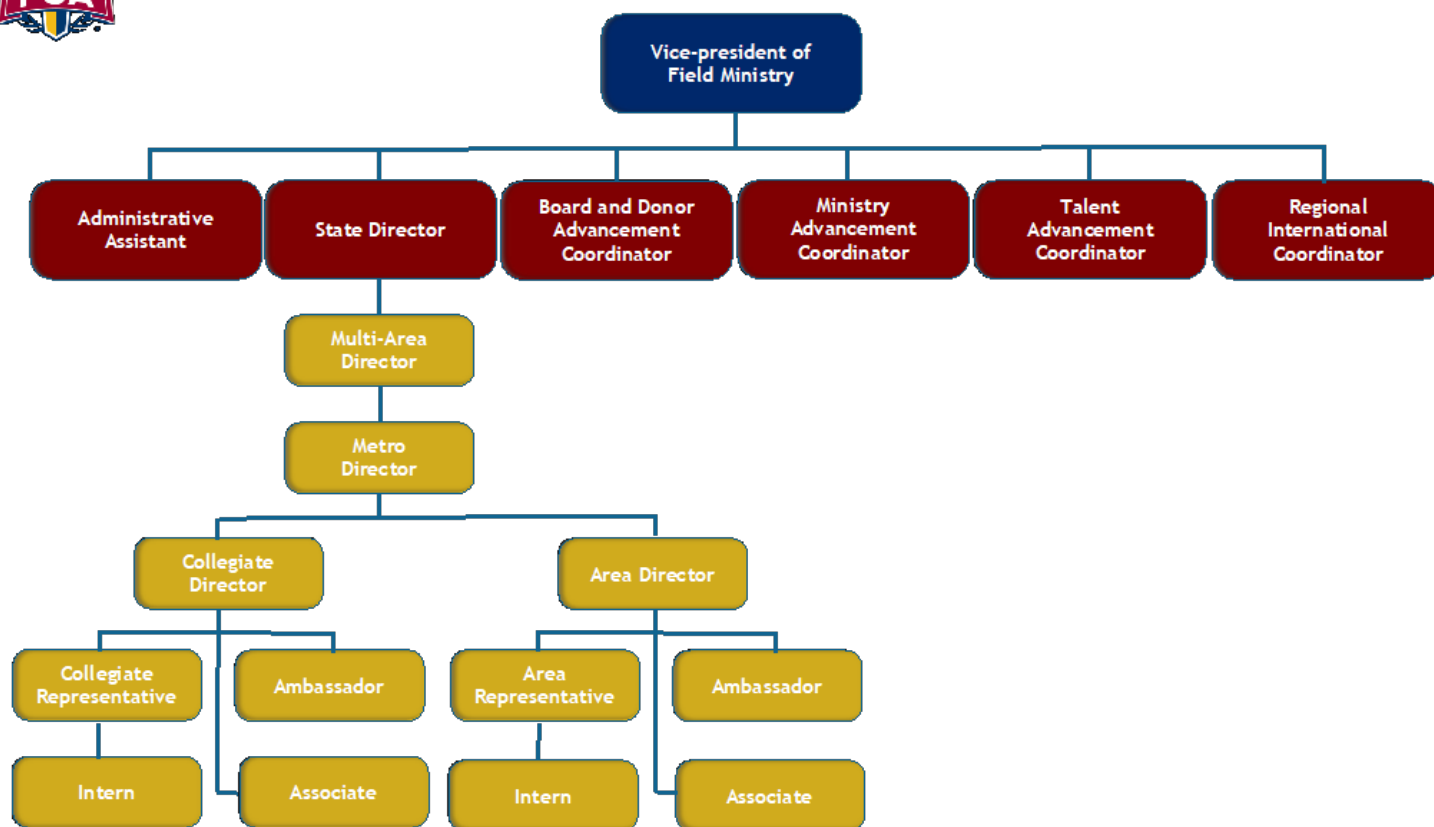
- Engage with Board Chair 2 weeks prior to the meeting to develop the agenda.
- Equip the Board Chair with all the information they need to lead (financial reports, ministry plan, etc).
- Empower them to lead the meetings and hold people accountable.



Relationship between Board and Staff



U.S. Field Staff Reporting Structure







Board Chair Resources





CHAPTER 7

ACTION STEPS:

What is next?



Fellowship of Christian Athletes Support Center
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