

# Illinois Lutheran Schools

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## Co-Curricular Committee Chairman

**Mission Statement:** Illinois Lutheran Schools provide a quality, Christian education to students of the Church and community and the world by nurturing and reaching souls for time and eternity.

**Description:** The Co-Curricular Committee Chairman is elected by the Illinois Lutheran Delegate Assembly to his position. He serves as the person in charge of Co-Curricular Committee meetings. The Co-Curricular Committee Chairman works closely with the Superintendent, Principals, Activities Director to facilitate the co-curricular and technology programs at Illinois Lutheran.

### Qualifications:

- In addition to the qualifications that God has set forth for ministry leaders in 1 Timothy 3:8-10, 12-13, the Public Relations Committee Chairman will have the following qualifications.
  - Active member of home church
  - A voting member in his home congregation.
  - He is thoroughly committed to the principles of Christian Education.
  - He is capable of maintaining strict confidentiality on sensitive matters pertaining to students, school families, teachers, and other staff members.
  - Previous service as a committee chairman or church council member is preferred.
  - Christian leadership skills
  - Organized and vision-oriented
  - Ability to give the time needed to fulfill the responsibilities of the position
  - Knowledge of IHSA policies is desirable.

### Responsibilities:

1. Meet with Co-Curricular Committee at least once per month.
2. Participate in the annual ILS Retreat to grow as a leader and facilitate the school vision.
3. Attend monthly school board meetings.
4. Attend Illinois Lutheran Delegate Assembly meetings.
5. Develop and deliver reports on co-curricular activities at the delegate assembly.
6. Develop agendas for Co-Curricular Committee meetings.
7. Develop and present reports for school board meetings.
8. In conjunction with Co-Curricular Committee, develops co-curricular programs at ILS.
9. Communicate effectively and regularly with board members outside of meetings.
10. Champion the adopted vision and measureable goals of ILS.
11. Maintain an environment of open dialogue and encourages other board members in their work.
12. Every effort should be made to visit both campuses to see how the educational process takes place.

### Time Commitment:

- 6-10 hours per month
- 2 year term
- Maximum of 3 terms

**Relationships:** The Co-Curricular Committee Chairman works closely with the Superintendent, Principals, Activities Director to facilitate the co-curricular programs at Illinois Lutheran.

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**Training:** The Co-Curricular Committee Chairman is provided with training through the annual ILS retreat, and other ongoing leadership development opportunities.