

## **POSITION DESCRIPTION – FRONTIER SERVICES NATIONAL DIRECTOR**

<b>NATIONAL DIRECTOR, FRONTIER SERVICES</b>
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<b>Location:</b>	Sydney
<b>Appointed by:</b>	Assembly Standing Committee
<b>Responsible to:</b>	Assembly Standing Committee through the General Secretary Frontier Services Board
<b>Has reporting to him/her:</b>	Staff of Frontier Services
<b>Membership:</b>	Frontier Services Board National Directors collegiate team All committees, sub-committees and working groups within Frontier Services.
<b>Other participation:</b>	As determined by the General Secretary or the Frontier Services Board

### **Basic Purpose**

As executive officer of Frontier Services to exercise Christian ministry in:

- Providing leadership and vision to the church and staff in the area of Frontier Services;
- Initiating, recommending and implementing policies and programs in Frontier Services;
- Carrying out the policies and strategic priorities of the Board;
- Managing the staff of Frontier Services;
- Ensuring the mandate of Frontier Services is implemented.

### **Major Responsibilities**

- To provide national professional leadership to Frontier Services;
- To carry out the policies and strategic priorities of the Board;
- To ensure the effective stewardship, use of and control over Frontier Services resources and the fulfilment of its vision and mission;
- To exercise financial responsibility within budgetary constraints and to ensure the good name of Frontier Services and its financial integrity;
- To support the Board;
- To liaise with appropriate Assembly, synod and presbytery bodies in the development and implementation of policies, plans and programs;
- To share in representing the overall life and mission of Frontier Services and the Assembly to all sectors of the church and the wider community;
- To work as a member of the Assembly leadership team.

*Approved by the Assembly Standing Committee  
March 2007*