

# Board of Outreach

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## Adventures for the Almighty Treasurer

**Mission Statement:** Adventures for the Almighty facilitates hands-on domestic and foreign mission opportunities to share Jesus' love according to the great commission, and promotes the opportunity to serve and connect with people around the world.

**Description:** The Treasurer is responsible for receiving attendees' payments, keeping accurate records of the money, and for initiating and facilitating fundraising. The Treasurer, as part of the AFTA leadership team, works closely with the Administrator, Site Leaders and Communication Coordinator.

**Qualifications:**

- Spiritually mature and active member of Trinity Ev. Lutheran Church
- Able to keep accurate financial records
- Leadership skills
- Excellent organizational skills

**Responsibilities:**

1. Keep accurate records of ministry funds.
  - a. Write and deposit checks.
  - b. Turn in receipts to church.
2. Receive attendees' payments for trips.
  - a. Track who has paid deposits.
  - b. Track costs for trips.
3. Develop budget for trips, and project costs for lodging, transportation, entertainment, etc.
4. Initiate and facilitate fundraising efforts (free will offering, fundraisers, letter campaigns, etc.), along with Site Leaders and those attending the trips.
5. Work with AFTA leadership team to determine mission trips.
  - a. Make the final decision with the leadership team to determine mission sites.
  - b. Work with the leadership team to encourage involvement in AFTA.
  - c. Work with the leadership team to make financial decisions for trip funding.
6. Train the incoming Treasurer.

**Time Commitment:**

- 5 hours per month
- 2-year time commitment

**Relationships:** The Treasurer will work closely with the AFTA leadership team to coordinate funds and expenses, and will be personable with those attending the trips in order to gather funds.

**Training:** The Treasurer will be trained by the outgoing Treasurer. Additional resources are available through the ministerial staff.