

512-6 BFC Department of Development & Expansion

512-6.1 Purpose. The Department of Development & Expansion serves the Bible Fellowship Church by focusing on expanding the BFC by means of developing significant relationships with donors who can fund and endow the present and future financial needs of the Bible Fellowship Church, and by connecting non-BFC churches to the denomination.

512-6.2 Composition

(1) The Department of Development & Expansion will be composed of the Director of Development & Expansion and the Advisory Board. The Advisory Board consists of individuals who have financial acumen and/or fundraising experience, and a select group of ministers who can assist in connecting non-BFC churches. These individuals will comprise the Advisory Board to the Director.

(2) The Director shall be appointed by the BFC Executive Board.

(3) The number of members on the Advisory Board will be determined by the Director after consultation with the BFC Executive Board. Members will be presented to the BFC Executive Board for ratification to a three-year term of office before beginning service on the Advisory Board.

512-6.3 Duties

(1) The BFC Development & Expansion Director will work within the BFC Departments to develop relationships with significant donors, secure funding from individuals and churches, and create sponsorships for specific BFC projects.

(2) The Director will establish fund-raising plans, maintain existing donor relationships and secure new ones, and will advance the BFC's mission and vision initiatives through actively seeking partners who will support the Bible Fellowship Church and each of its Departments.

(3) The Director will develop a BFC Legacy Fund and solicit donors for the fund who will endow the future of the Bible Fellowship Church.

(4) The Director will investigate, qualify, and work with non-BFC churches for connection to the BFC and will solicit non-BFC churches for connection.

(5) Working with the Director of Church Extension Ministries, the Director will partner with BFC churches/Regions who are interested in daughter church planting and will help guide them through the process.

(6) Working with the Director of Church Extension Ministries, the Director will target new regions and urban sites for planting and will assist the Director of Church Extension Ministries with formulating urban/multicultural/Hispanic foci for planting.

512-6.4 Director of Development & Expansion

The Director of Development & Expansion will serve under the Executive Board of the Bible Fellowship Church. The Director may serve in either a full-time or part-time capacity.

Duties

- (1) The Director will serve under the Executive Board of the Bible Fellowship Church, be supervised by the Executive Director of the Bible Fellowship Church, and will send monthly reports to the Executive Director.
- (2) The Director will meet with Department Directors upon request in order to assist them with raising funds for projects.
- (3) The Director will meet regularly with the Director of the Board of Church Extension Ministries in order to keep him briefed on connecting churches and daughter church plants, and will bring reports to the Board of Church Extension Ministries at their quarterly board meetings.
- (4) The Director will assist the BFC Executive Director with assigned tasks.
- (5) The Director will work with and have access to the Administrative Office of the Bible Fellowship Church and will have secretarial assistance from the Church Extension office staff.