

ESCE BOARD POLICY
SECTION 2: GOVERNANCE POLICIES
Title: Development Committee

2-1-5

Background

The Board of Directors of the Edmonton Society for Christian Education established a Development Committee to provide advice to the work of the Development Coordinator, volunteers, and all of the recruitment, enrolment, fundraising and community building initiatives and programs of the ESCE/ECSs so that:

- a) all development initiatives remain in harmony with the principles as outlined in the policies, By-laws, and Vision and Mission of the ESCE.
- b) the development program of the Society ensures that parents, students, donors, Society members and the wider community are well served.
- c) the short term and long term financial interests of the Society are considered.
- d) the Board is advised on matters relating to the establishment of guidelines and policies regarding recruitment, enrolment, the solicitation, acceptance, and administration of gifts and special community events.

The Development Committee has no authority to prescribe to the Board how funds will be spent; however, it will liaise closely with the Board to ensure that donors intentions are honored and that fundraising activities are targeted to the most appropriate goals.

Definition of Terms/Concepts

Development work represents all those things that an organization does to bring people into a rational, committed relationship with the organization. Development work must be aimed at recruiting new parents and other supporters, as well as retaining and nurturing existing parents and supporters of the Society and Schools. Both of these functions will ensure that our Christian School and Society and our wider ministry within the community can live up to its current mandate and meet its objectives for future generations.

When the community understands and identifies with the vision and mission of Edmonton Christian Schools and the Society, a response of stewardly giving follows. Once individuals embrace the concept of Christian education and understand their part in the covenantal responsibility of supporting prayerfully and concretely Christian schools, then they will also give financially. This is a two-way process. In its leadership role, the Board needs to also listen to and utilize constructive criticism and work in collaboration with our supporters and supporting community at large.

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Duties and Responsibilities

The Development Committee may recommend formation of ad hoc committees to carry out specific development duties to the Board for approval. (e.g. Golf, Auction, Capital Campaign).

The Development committee is primarily responsible for six key areas:

1. Fostering community relations
2. Stewardship
3. Strategic Planning
4. Recruiting Students
5. Raising significant short and long-term funds
6. Communication and Promotion

Structure of the Committee

Members of the Development Committee must be members in good standing of the Edmonton Society for Christian Education and are appointed by the Board of Directors for an initial three-year term. Committee members are eligible to be re-appointed for a second three-year term.

The Board of Directors will define the number of committee members.

The Board upon the advisement of the Development Committee will make appointments to the Development Committee.

- a) The Board of Directors appoints the Chairperson of the Development committee. The Committee as deemed necessary makes all other assignments.
- b) The Executive Director and Development Coordinator are members of this committee.
- c) At least one member of the ESCE Board of Directors will serve on this standing committee and will ordinarily serve as the Chair of the Committee.
- d) One member of the School administration or designate will serve on this Committee.
- e) The Committee is advisory to the Executive Director.

All committee members will be expected to demonstrate leadership by being involved in various Society functions.

Meetings

1. Meetings will be held periodically, at least semi-annually, 2 times a year. The Chairperson may call additional meetings as deemed necessary.
2. The minutes of each meeting must be sent to the ESCE Board of Directors.
3. All information gained by members of this Committee is considered to be strictly confidential.