

Regional Vice President (RVP)



Position Type: Volunteer Leadership Role

Term: Three years, with eligibility for a second term upon re-election

Compensation: This is an unpaid, volunteer position.

Join our team!

We are a collaborating network of seekers in spiritual life, with our hearts set on the vision of supporting expansive ministries in our world. Throughout our 56-year history, FCM has embraced change and responded to the sacred Call to provide resources and empower individuals and communities to minister to all. We are committed to responsible stewardship, transparency, and operational excellence to advance our mission.

Partner with us on the journey

The Regional Vice President (VP) serves as a volunteer member of FCM's Board of Directors, known as the *Circle of Directors*. This leadership role is vital to advancing FCM's mission as a welcoming religious body and Convention of Churches. As a public representative of FCM's vision, the VP builds meaningful relationships with members, supporting them on their ministerial journeys.

While this position is unpaid, the VP fulfills critical responsibilities in collaboration with other Circle members, supported by the prayers of the FCM community, mentoring from prior VPs, the Chairperson, and FCM staff.

As a Regional Vice President you will be responsible for:

- **Meetings**
 - Attend Circle of Directors meetings, which are a mix of online and in-person meetings throughout the year
 - Participate in monthly or scheduled Zoom meetings with other VPs for collaboration and shared decision-making.
 - Submit written reports biannually to the Circle of Directors.
- **Regional Stewardship**
 - Foster community within the region, organizing regular gatherings for members at least once every two years.
 - Develop networks of members to strengthen regional engagement and collaboration.
 - Supervise and collaborate with Area Representatives to advance FCM's mission.
- **Financial Stewardship**
 - Oversee the stewardship of FCM funds allocated to the region.
 - Submit annual budget requests or amendments and maintain transparent financial reporting.
 - Ensure timely submission of reimbursement forms to the Treasurer and provide biannual updates on fund utilization.

- **Membership Engagement**
 - Encourage members to renew their membership annually and address potential financial hardships by offering fee waivers or reductions as needed.
 - Select and mentor Area Representatives to support the region's members and initiatives.
 - Provide guidance to newly commissioned ministers, ensuring smooth integration into the FCM community.
- **FCM Newsletter Contributions**
 - Submit regional news articles for each bimonthly newsletter (February, April, June, August, October, December).
 - Announce new members and commissioning updates. Encourage Area Representatives and newly commissioned ministers to contribute content.
- **Reports and Documentation**
 - Ensure all communications with the Circle and updates in the Membership Management System are clear and accurate.
 - Submit announcements and follow-up reports (with pictures) about regional gatherings for inclusion in newsletters.
- **Commissioning Process**
 - Review and approve Commissioning materials submitted by candidates via FCM's member management system.
 - Draft candidate summaries and recommend new candidates for commissioning to the Circle of Directors.
- **Event Coordination**
 - Coordinate regional meetings, gatherings, and opportunities for members to connect, offering spiritual and professional support.
 - Assist in planning the National Assembly if hosted within the VP's region, ensuring alignment with FCM's mission and standards.

Qualifications

- Active FCM membership in good standing.
- A commitment to FCM's vision and mission as a welcoming Spiritual religious body.
- Strong organizational, leadership, and communication skills.
- Ability to work collaboratively with members, staff, and the Circle of Directors.

About us

We are a cooperative of seekers, ministers, communities, and individuals. Together we provide spiritual care, worship, and celebrate weddings, baptisms, and funerals. We offer spiritual direction, retreat, blessing, healing, and interfaith connection to our communities. The mission of FCM centers around the empowerment and nurturing of those who are inspired for inclusive ministries in our world. We envision a future in which inclusive ministries transform society through the unique work that we are individually and collectively Called to do. Learn more at <https://www.fedcm.org/>

Additional information about this role

Travel

This role requires a minimum travel commitment of at least one trip per year, with specific dates and locations determined in advance. Additional travel may be necessary based on organizational needs and role responsibilities. Travel expenses for in-person meetings are provided for by FCM.

Appointment and Term Details

- Regional Vice Presidents are elected by the members of their region for a three-year term.
- Re-election for a second term is permitted upon nomination and acceptance by the candidate.
- In the event of a vacancy, the FCM President appoints a member to complete the remainder of the term.

Disclaimer

This job description is intended to outline the general nature and level of work performed by a Regional Vice President. It is not an exhaustive list of all responsibilities, duties, or qualifications. FCM reserves the right to modify the job description at any time in response to organizational needs or changes.

Equal Employment Opportunity Statement

FCM is an equal-opportunity employer. We encourage candidates from diverse backgrounds, experiences, and perspectives to apply. All qualified applicants will receive consideration for employment and will not be discriminated against on the basis of gender, gender identity, sexual orientation, race/ethnicity, protected veteran status, disability, or other protected group status.

FCM will provide reasonable accommodation to individuals with disabilities who need an accommodation to fully participate in the application process. If you would like to request an accommodation, please send an e-mail to president@fcmmail.org for assistance in applying. Please note, this e-mail address is only for job seekers with disabilities requesting an accommodation. Please do not use these to check on the status of your job application.

FCM's Equal Employment Opportunity Policy

FCM believes that through expansive ministries, anything is possible. Our perspective on equal employment opportunity mirrors this belief. We believe that consistent practices and collective action across the entire organization trigger real change for our members and the world. We are committed to creating and investing in programs that allow each person to make a difference, in more ways, each day.

Federation of Christian Ministries (FCM) is an equal opportunity employer and is committed to compliance with all applicable laws prohibiting employment discrimination. It is our policy to take all employment actions and make all employment decisions without regard to race, color, religion, creed, gender, sex (including pregnancy), sexual orientation, gender identity or expression, national origin, ancestry, age, marital status, citizenship status, genetic predisposition or carrier status, disability, military status, status as a disabled or other protected veteran, or any other protected status under applicable law.

As FCM's President and chief executive officer, I reaffirm that the above policy reflects FCM's attitude and its intention to the following:

- Recruit, hire, train, and promote for all job classifications without regard to race, color, religion, creed, gender, sex (including pregnancy), sexual orientation, gender identity or expression, national origin, ancestry, age, marital status, citizenship status, genetic predisposition or carrier status, disability, military status, status as a disabled or other protected veteran, or any other protected status under applicable law.
- Ensure that all employment decisions and actions, including, without limitation, those related to hires, promotions, transfers, terminations, and layoffs, are in accord with the organization's principles of equal employment opportunity.
- Ensure that all personnel programs, such as compensation, benefits, training, education, and social and recreational programs, will be administered without regard to race, color, religion, creed, gender, sex (including pregnancy), sexual orientation, gender identity or expression, national origin, ancestry, age, marital status, citizenship status, genetic predisposition or carrier status, disability, military status, status as a disabled or other protected veteran, or any other protected status under applicable law.
- Make reasonable accommodations for qualified individuals with disabilities.

FCM will take all necessary steps to ensure that no person intimidates, threatens, coerces, or discriminates against any individual for the purpose of interfering with the filing of a complaint, furnishing information, or assisting or participating in any manner in an investigation, compliance review, hearing, or other activity related to FCM's equal employment opportunity efforts, or compensation program.

It is the responsibility of every FCM employee and member, to respect one another for the value each of us brings to the work and common mission of our organization. Creating a work and ministry environment free of all forms of discrimination and harassment is both the right thing to do and fundamental to achieving our strategic objectives and continuing to enable expansive ministries in our world.

Tom Cusack
FCM President

Dated: November 24, 2024

[Know Your Rights: Workplace Discrimination is Illegal](#)

[E-Verify Right to Work](#)

This Organization Participates in E-Verify	Esta Organización Participa en E-Verify
<p>This employer participates in E-Verify and will provide the federal government with your Form I-9 information to confirm that you are authorized to work in the U.S.</p> <p>If E-Verify cannot confirm that you are authorized to work, this employer is required to give you written instructions and an opportunity to contact the Department of Homeland Security (DHS) or Social Security Administration (SSA) so you can begin to resolve the issue before the employer can take any action against you, including terminating your employment</p> <p>Employers can only use E-Verify once you have accepted a job offer and completed the Form I-9.</p> <p>E-Verify Works for Everyone</p> <p>For more information on E-Verify, or if you believe that your employer has violated its E-Verify responsibilities, please contact DHS</p>	<p>Este empleador participa en E-Verify y proporcionará al gobierno federal la información de su Formulario I-9 para confirmar que usted está autorizado para trabajar en los EE.UU..</p> <p>Si E-Verify no puede confirmar que usted está autorizado para trabajar, este empleador está requerido a darle instrucciones por escrito y una oportunidad de contactar al Departamento de Seguridad Nacional (DHS) o a la Administración del Seguro Social (SSA) para que pueda empezar a resolver el problema antes de que el empleador pueda tomar cualquier acción en su contra, incluyendo la terminación de su empleo.</p> <p>Los empleadores sólo pueden utilizar E-Verify una vez que usted haya aceptado una oferta de trabajo y completado el Formulario I-9.</p> <p>E-Verify Funciona Para Todos</p> <p>Para más información sobre E-Verify, o si usted cree que su empleador ha violado sus responsabilidades de E-Verify, por favor contact a DHS.</p>
<p style="text-align: center;">888-897-7781 E-Verify.gov</p>	