
Job Description (August 2018)

Job Title: President, Adult & Teen Challenge USA

Exempt: Yes

Department: Executive

Reports to: Board of Directors

Organizational Summary: ATCUSA is the parent corporation for Adult and Teen Challenge and Teen Challenge centers in the USA. It is a network of 85 corporations and 250 centers, 501c3, with a primary mission of helping individuals with life-controlling issues find freedom. This occurs by a spiritual rebirth through Jesus Christ and the application of biblical principles.

Leadership Summary: The position of President exists to: guard the DNA of evangelism and discipleship, provide strategic leadership, accreditation oversight, training development and resources, public relations, social media visibility, referral services, conferencing support, fund raising, national representative to Washington, D.C. and denominational leaders.

Essential Duties and Responsibilities:

- A. Strategically lead 85, independent, religious non-profits, comprising 250 centers nationwide by providing a unifying vision that will maximize team resolve to impact the drug epidemic
- B. Safeguard the legacy of Teen Challenge, established by David Wilkerson, as the “faith-based solution to the drug epidemic” by providing spiritual and executive leadership within the context of a Bible-centered model
- C. Lead with the vision as “front and center” in all decisions: *“Freeing all people from life-controlling issues through the power of Jesus Christ!”*
- D. Develop and implement a Strategic Plan in concert with the Board of Trustees.
- E. Oversee bi-annual center accreditation inspection schedule to ensure compliance with national standards



- F. Guide and develop Board leadership and effectiveness
- G. Implement all orders and resolutions of the ATCUSA Board of Directors
- H. Prepare and execute annual budget in conjunction with the Business Manager and the Board Finance Committee
- I. Supervise and fully support the accomplishment of an annual audit conducted by an independent CPA firm
- J. Initiate and maintain membership-in-good-standing with the ECFA
- K. Raise visibility for the National network as the Washington, D.C. representative interacting with government officials and agencies in support of recovery.
- L. Raise funds, develop and execute strategies to run a balanced budget
- M. Develop, supervise and train supervisors and staff to fulfill the vision and complete the mission as outlined in the strategic plan
- N. Ensure that the ministry is spiritually viable, financially solvent and legally compliant as a 501c3
- O. Actively and consistently engage leaders in government, prisons and educational institutions to gain visibility for TC in order to facilitate maximum exposure
- P. Maximize media exposure to include: radio, TV, print, social media, internet, etc.
- Q. Interface with external organizations to facilitate a maximum working relationship:
 - Assemblies of God National Leadership Resource Center
 - Assemblies of God U.S. Missions
 - SAMHSA (Substance Abuse and Mental Health Services Administration)
 - CADCA (Community and Anti-Drug Coalition of America)
 - Global Teen Challenge
- R. Recruit and develop a staff of broadly evangelical professionals who are committed to fighting addiction within the context of the biblical mandate to enhance TC's appeal across the scope of Christendom
- S. Conduct recurring on-site center visits to raise visibility of the national office and provide encouragement to local leadership, staff members and students

- T. Oversee the planning and execution of bi-annual regional conferences and a bi-annual national conference to promote spiritual vitality, enhance team dynamics and ensure maximum cooperation among ATCUSA centers .
- U. Work with legal counsel to ensure ministry is protected and viable
- V. Craft a detailed “continuity file” to assist in transitioning a future successor.
- W. Consistently demonstrate: Initiative, Intentionality, Integrity
- X. Serve as a member of the AG U.S. Missions Executive Council and as a General
Presbyter of the General Council of the Assemblies of God by virtue of this position.

Adult & Teen Challenge USA, Inc.

Job Description

Job Title: President

I have read and fully understand the responsibilities of my job description.

President

Date:

Chairman, Board of Trustees

Date:

Qualification Requirements: The incumbent shall have education background of a BA Degree, be a credentialed clergyman in good standing with the Assemblies of God and have proven job-related skills in various phases of management preferably in the areas of non-profit. A minimum of 10 years' experience as a senior. executive supervisor with a proven record of accomplishments.

Education and/or Experience: Candidates for this position must meet a minimum requirement of a degree from an accredited Bible College or Christian University.

Criminal background and credit checks are required.