POSITION TRAINING

PWOC LDP

Leadership Development Program

Leadership Selection

Welcome Leader,

Working on a PWOC Board can be such a delight!

This training is designed to set the correct trajectory for your position to set you up for success. Take the time to think through each element. Consider how the information applies to you and to your military installation. Ask questions! Track down answers. Be proactive.

As you are making plans for the year, be sure to include self-care. Put God and your health first—take care of yourself and your family! Your service in PWOC should be a blessing to your other areas of responsibility—if it is not, step back and make adjustments. Course corrections will be needed throughout the year.

May God bless you and direct your steps,

Your PWOC Sisters in Christ

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Summer Homework

READ **the PWOC Ministry Manual:** This will give you a great overview of the ministry of PWOC along with helpful tools and information.

CHECK OUT **theHubPWOC.net** for great resources and specifics for your position.

ASSEMBLE **a support team:** Ask 1-2 women to cover you in prayer throughout the year. It is helpful to ask non-local women so they can be objective in giving advice as needed.

COMPLETE **task items such as:** 1) Registering in a volunteer hours system, 2) Completing a Background Check for working with children, or 3) Taking a Food Handler's Course.

WATCH **the Personality Module** in this Leadership Development Program, unless your Board plans to do this training together.

A note about your Board Position Notebook:

In an ideal PWOC world, you were handed a super helpful position notebook (sometimes called a “continuity binder”) filled with everything you need to know, specific to your Board position, at your local installation. If you are one of the lucky ones, make your notebook even better by including all you learn this year. Add your own notes and resources to those of your predecessor.

If you do not have a position notebook, begin creating what you wish you would have received. Collect contact information for your key people. Record local protocol. Create event AARs. Write great Board Reports. Give the advice you wish you would have had. At the end of your term, you will have a valuable resource to hand over to your successor.

Position notebooks can be hardcopy, digital, or a hybrid. For more information and a list of items to consider including, see the section: **Keeping a Position Notebook** in Chapter 1 of the PWOC Ministry Manual.

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Leadership Selection

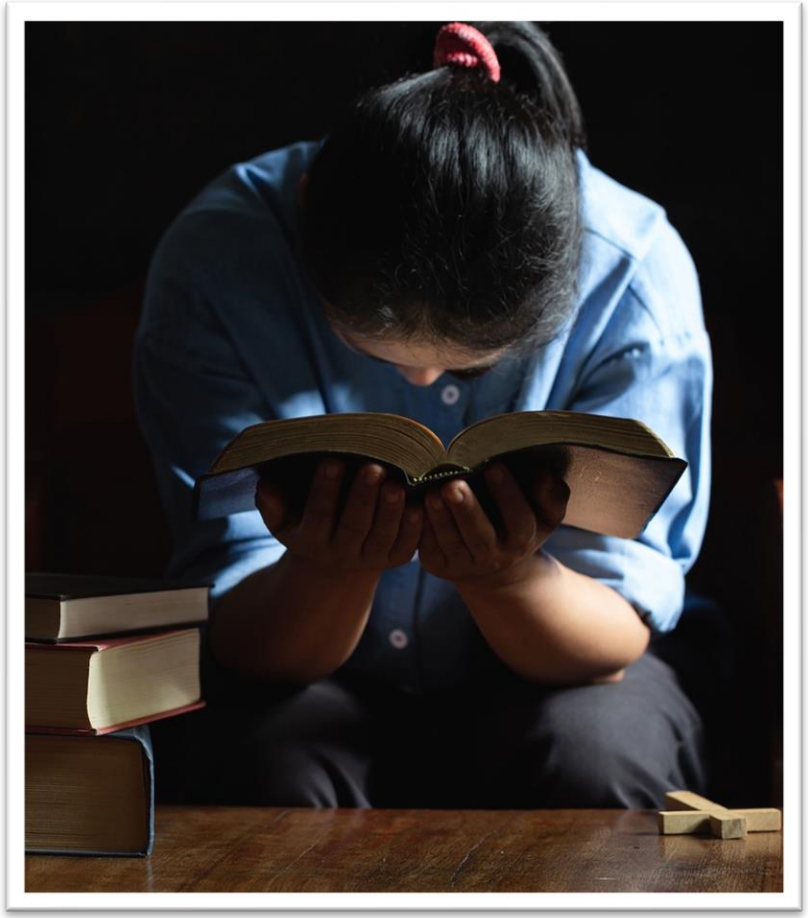
The Leadership Selection position works with the PWOC Chaplain Sponsor and the Leadership Selection Team to prayerfully select the new Executive Board for the upcoming PWOC year, following the Leadership Selection Process. This process relies heavily on prayer and seeking God's will. Expect Him to make His will known! Lean in. Choose faith over fear and see what He will do. God has been in the business of selecting our leadership since the 1950's. He will show you the way forward.

The following slides unpack your position description, line by line. See the PWOC Ministry Manual ***Chapter 4: Leadership Selection*** for a step-by-step explanation of the Leadership Selection process. Make sure your Leadership Selection Team (LST) also reviews the manual. It would be wise for your team to read the entire PWOC Ministry Manual to have a clear picture of the ministry and of the importance of your role. Note that text that appears in gold refers to resources in the PWOC Ministry Manual (PWOC MM) or the PWOC Leadership Development Program (PWOC LDP).

Leadership Selection

1. **Prays often and regularly regarding future leaders for PWOC.**

   - You may be a regular member of the PWOC Board for the entire year, or you may be holding your position only for the season of leadership selection. Either way, make prayer your priority. Set aside intentional time to pray over leaders, your team, and the process. Prayer is the work; everything else is secondary.
   - Invite the PWOC body to pray over the process. As you inform them about process and procedure, always return to the importance of their prayers.



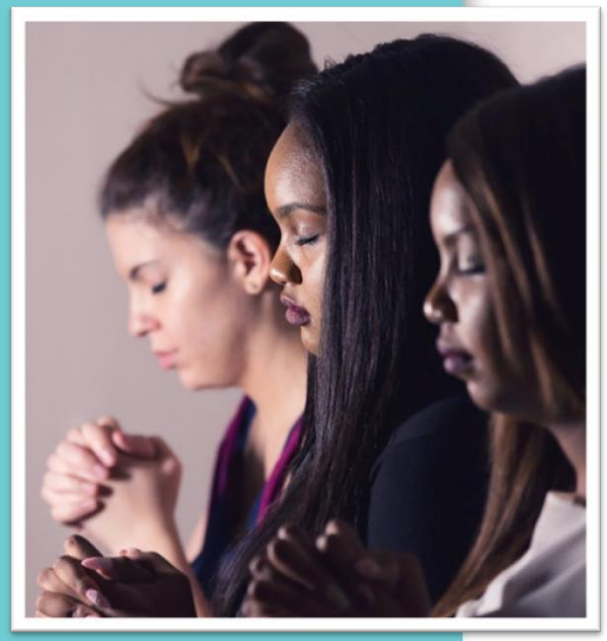
Leadership Selection

2. Is constantly looking for leadership qualities in PWOC participants.

- If you are serving on the Board, you will have a behind-the-scenes view of the current leadership. Pay attention to how they lead. How do they respond to stress? What's their maturity level? What are they like when they are in the spotlight? Out of the spotlight? Do you see integrity? Who stands out? Why?
- What evidence do you see that God is at work in the people you observe? Do you see the fruit of the Spirit (love, joy, peace, patience, kindness, goodness, faithfulness, gentleness, self-control)?
- Notice whether they support their PWOC Chaplain Sponsor and the Chapel system.
- Do not hesitate to call out what you see in a potential leader. Help to draw out the abilities God has placed within them.

Leadership Selection

3. Forms a Leadership Selection Team (LST) of 3-5 women (including self) with the approval of the PWOC Chaplain Sponsor and the President. Invites the PWOC Chaplain Sponsor to serve on the LST.



- It is good to make the LST as diverse as possible (age, denomination, race, culture, PWOC experience, etc.) but be sure you are choosing women who are mature and who will prayerfully approach their responsibility. Consider using women who are from the different Protestant Chapel congregations that PWOC represents.
- Current Board members, except for the President, can serve on the LST.
- Consider using women who are moving or who are ineligible for the Executive Board so as not to draw from the pool of potential applicants.
- Let the President and the PWOC Chaplain Sponsor know who you are considering for your team and have them weigh in on the decision.

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Leadership Selection

4. Educates the PWOC body about Executive Board positions and the Leadership Selection application process. Makes regular announcements and presentations leading up to the application deadline.

- Determine when applications are due (see Appendix: ***Leadership Selection: Executive Board Application*** in the PWOC MM). Backdate your announcements from that date. Have applications available in person or online.
- Consider using the PowerPoint Presentation: ***Leadership Selection Process*** from the PWOC LDP.
- Consider using the ***Leadership Selection: Leadership Interest Survey*** from the PWOC MM Appendices to poll the entire PWOC body.
- You may also wish to spend time talking about each of the Executive Board positions or have those currently holding the positions talk about what they do.

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5. Oversees the entire Leadership Selection Process: interviews, deliberations, and notifications. Waits for the approval of the PWOC Chaplain Sponsor and the local Senior Chaplain before finalizing the slate and making notifications.

- See the PWOC MM ***Chapter 4: Leadership Selection*** for a thorough description that includes a timeline of events, and guidance on interviews, deliberations, decisions, and notifications.
- Note that the current PWOC President needs to stay out of this process completely. This can be challenging since you may want her advice along the way. Reach out to others who have held your position for guidance when necessary, being careful not to breach confidentiality.
- You may need to clarify expectations with your PWOC Chaplain Sponsor to make sure he/she is comfortable with you leading team meetings and interviews. Choose to see her/him as your best ally and respond accordingly.

Leadership Selection

6. Ensures the highest standards of confidentiality on the LST throughout the selection process—protecting the identity of applicants, keeping the contents of applications private, not mentioning how many applications have been received, and not discussing the Leadership Selection Process with anyone outside of the LST. The PWOC Chaplain Sponsor is a member of the LST and should also maintain confidentiality.

- Even the smallest breach in confidentiality can have a large (unintended) impact. Coach your team to not talk about ANYTHING. There will be questions, "So, have you received many applications?" "Which positions are you missing?" "How can I pray over the process; exactly what do you need?" What will be your standard reply to these questions and dozens of others like them?
- Once the leadership selection process is complete, destroy all documentation. Do not share the names of those who were not selected without their express permission (i.e., to share their name with the Incoming President as a possibility for an Appointed Board position).

Some final thoughts...

Leadership Selection can be a heavy burden
and at times your prospects may seem dim.
Tap into the deep well of God's wisdom
and the long legacy of His faithfulness
of providing leadership for this ministry.
Where there are vacancies, He has a plan.
Pray. Trust. Pray some more.
Watch God work it out. Blessings, Sister.

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