

The following changes to the Women's Ministry Manual were approved September 7, 2011 by the PWOCI Council.

Areas of OCONUS Regions (on p. 40)

As needed, PWOCI OCONUS regions may be subdivided into smaller geographic divisions called Areas. Whether or not there is a need of Areas is determined by the region. The Area Board serves as a liaison between the local PWOCs and the Regional Board.

Mission/Purpose of an Area Board

1. Serves as a liaison, ensuring communication flows smoothly between the regional PWOCI and the local PWOCs
2. Supports, encourages and equips the local PWOCs of the Area
3. Serves as a liaison between the regional PWOCI and local PWOCs to prepare for and encourage participation in the fall and spring regional conferences
4. Supports the development of future PWOC leaders

Area Finances

1. The Area Board has no expenses and therefore has no need of an annual budget.
2. The Area President's and Area Administrative Coordinator's local PWOC chapter provide funds for conference fees. Coverage of 100% of training conference fees and 50% of fall conference fees is suggested. If the local chapter is unable to provide for these expenses, the Area President may appeal to other chapters within her area for financial support.
3. When local PWOCs invite Area Board members to train, teach or encourage them, the local PWOC should cover her expenses.
4. The expenses of Areas of Responsibility for fall and spring regional conferences will be planned and budgeted for by the Regional Board but carried out by the leadership of the Area Board.

Composition of an Area Board

1. The area board is composed selected and appointed officers from within the area with the approval of the area chaplain.
2. The Area President and Administrative Coordinator are selected by the Area Leadership Selection Team. The Area Vice President-Leadership Selection Team Leader is appointed by the Area President with the consensus of the area chaplain.

3. The Area President may appoint additional board members with the consensus of the area board and area chaplain.

Area Board Terms and Term Limits (on p. 40-No change)

Leaving Area Office Prematurely (on p. 40-No change)

Filling Board Vacancies Caused by Resignation or Removal (on p. 41-No change)

Board Decision Making (on p. 41-No change)

Area Board Position Information

Selected Board Positions

Qualifications Specific to Selected Board Members

See General Qualifications for All Board Members

- Is a female serving on active duty in any U.S. military component or the wife of an active duty service member in any U.S. military component

Responsibilities of Area Selected Board Members

Area President

See General Responsibilities

To the PWOC Area and Local Chaplains:

1. Seeks the area chaplain's wisdom and advice
2. Keeps the area chaplain informed
3. Serves as a liaison to all PWOC chaplain advisors in her area through informative briefings, routine communication and prayer
4. Informs and encourages area and local chaplains to attend fall and spring conferences
5. Encourages chaplain involvement in the Leadership Selection process

To the Area Board:

1. Leads the Area Board to seek God's will for the Area PWOC
2. Prayerfully selects the Vice President-Leadership Selection Team Leader
3. Works closely with all board members to facilitate communication flow between the regional board and the local PWOCs

4. Communicates clearly and frequently with the area chaplain and board members about regional fall and spring conference preparations and participation
5. Has the authority and responsibility to apply the principles of Matthew 18:15-17 to behavior inconsistent with Biblical principles within the board (See the Matthew 18 Model for Correction and Reconciliation in the Region Appendix.)

To the Local PWOCs:

1. Models servant-shepherd leadership to local presidents through prayer and frequent personal correspondence, building relationships through encouragement, training and advising
2. With the support of the area Administrative Coordinator, oversees communication within the area between the regional board and the local PWOCs in preparation and participation in the fall and spring regional conferences. Specifically, she ensures pre-conference information reaches local PWOC presidents, encourages participation in regional conferences, guides local presidents through the registration process, prepares local presidents for the conference experience, and maintains the highest standards of safety and security while travelling to and from the conference location.
3. Visits local PWOCs when possible, especially in support of kickoffs and special events
4. Actively seeks, disciples and encourages leaders for future ministry seasons
5. Provides follow-up training as needed to local PWOCs after W.I.L.D. Training Conference with the guidance and support of the regional Training Coordinator
6. With the support of the area Vice President-Leadership Selection Team Leader, guides, resources and advises local chaplains and local PWOC Leadership Selection Teams to ensure an appropriate leadership selection process
7. Europe Region: Ensures the highest standards of safety by advising local PWOCs to hold all official PWOC functions on the base or post in a secured environment

To the PWOCI Regional Board:

1. Serves as the communication liaison between the PWOCI Regional Board and the local PWOCs in her area
2. Attends monthly online video conferences to receive key communication, training, and support from the Regional Board and other Area Presidents
3. Attends regional fall and spring conferences
4. Europe Region specific: At conference—
 - a. Attends the PWOCI Regional Board meeting
 - b. With the area Administrative Coordinator, prepares and presents an area report for the Europe Regional Board meeting
 - c. Works with local PWOC presidents to accomplish the AOR for her area

- d. Leads the Area Connection time when all the women in your area chapters meet, arranging for activities and refreshments for this time
- e. Develops relationships with local PWOC presidents and chaplains

Area Vice President (See Appointed Area Positions)

Area Administrative Coordinator (formerly Secretary)

See General Responsibilities

1. Assists area president in facilitating information flow between the PWOCI regional board and the local PWOCs
2. Compiles, updates and maintains an area roster which includes contact information on area board members, area chaplain, local executive boards, local chaplains, and local chapels
3. Sends a copy of the area roster to the area president and the regional administrative coordinator
4. Works with the president to compile the area quarterly report and forwards it to the regional administrative coordinator by the 10th of July, October, January and April (See the “PWOC Area Quarterly Report” form in the Region Appendix.)

Appointed Area Positions

In order to streamline area leadership and to maintain a robust local PWOC leadership, the Area Vice President is the only appointed position. Area Presidents may appoint more leaders with the consensus of the area board and chaplain, if necessary.

Qualifications Specific to Appointed Board Members

See General Qualifications for All Board Members

- Is valid ID card holder with access to the local military installation

Area Vice President

See General Responsibilities

1. Assumes the office and responsibilities of the president, if the president is unable to complete her term of office
2. Scouts future leadership from all the local PWOCs in her area
3. Prayerfully chooses two or three women from across her area, perhaps chapter presidents, to serve on the Leadership Selection Team, with the area chaplain’s approval
4. Encourages chaplain participation in the area leadership selection process
5. Oversees the LST and the leadership selection process in accordance with the Area Leadership Selection Policy and Process

6. With the area president, guides, resources and advises local chaplains and local PWOC Leadership Selection Teams to ensure an appropriate leadership selection process

(p. 43-44: ELIMINATE sections Area Financial Liaison → Area Titus II Advisor)
Area Leadership Selection Policy and Process (p. 44: No changes)

Overview of the Selection Process (p. 44: No change)

The Leadership Selection Team (LST) Leader (p. 44: No change)

The Leadership Selection Team (p. 44: No change)

Confidentiality of the Leadership Selection Process (p. 45: No change)

Timeline for Leadership Selection (p. 45: No change)

Ministry Team Leader Appointments (p. 45: Recommend removing this paragraph as it is no longer applicable)

Respectfully submitted by,

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2 August 2011