

Stars & Stripes Project Advisor (SSPA) Ministry Agreement

Description: To maintain a standard of excellence in Stars & Stripes Procedure across the country, ensuring that Award Candidates meet or exceed Project benchmarks and guidelines by providing Godly encouragement, guidance, and supervision to Candidates and Mentors.

Monthly Commitment: 5 – 15 hours per month

Commitment Length: 2 Years with recommitment options

Reports To: AHG Program Specialist

Strengths: Oral/written communication, organization, encouragement, networking, strategic thinking, confidentiality, integrity.

Requirements:

- Agree to live by the AHG Oath, Creed, Mission Statement, and Statement of Faith
- At least 21 years old, a legal resident of the United States, and registered AHG Member
- May serve in a Leadership role at the Troop level in any position except Troop Coordinator
- In-home access to internet and basic understanding of Microsoft Office and Skype
- Possess a passion for the AHG Program with specific interest in the Stars & Stripes Award
- Willingness to adhere to and promote the standards of the Award Procedure

AHG, Inc. will

Pray for SSPAs and their Candidates	<ul style="list-style-type: none"> • Pray that God will use you to effectively convey the impact of the Stars & Stripes Award to a girl & her community • Pray for Candidates and their S&S Support Team 	Weekly
Provide SSPA Training	<ul style="list-style-type: none"> • Provide one-on-one training with Program Specialist • Provide peer mentoring with seasoned SSPAs 	Approx. 3 months
Provide Support Materials & Training	<ul style="list-style-type: none"> • Develop, as needed, support materials for SSPA and Candidates • Provide annual updates to general S&S materials 	Ongoing
Provide Monthly Team meetings	<ul style="list-style-type: none"> • Prayer and encouragement • Provide opportunity for peer consultation • Provide coaching on Candidate/Mentor interaction 	Two sessions 3 rd week of each month
Interact through email/phone communication	<ul style="list-style-type: none"> • Provide consultation and guidance with regard to the S&S Procedure and Candidate/Mentor interaction 	As needed
Provide Recognition for Role as High Impact Partner (HIP) Volunteer	<ul style="list-style-type: none"> • Includes: HIP Volunteer shirt and opportunities for national Volunteer Recognition Awards 	After 6 months

Stars & Stripes Project Advisor will

Maintain the integrity and standards of the Award Procedure	<ul style="list-style-type: none"> • Be thoroughly familiar with the Stars & Stripes Award Procedure • Maintain the Procedure guidelines in a consistent manner with all Candidates • Pray for Candidates, Mentors, and SSPA Team 	Ongoing
Communicate professionally and timely	<ul style="list-style-type: none"> • Contact Program Specialist with Candidate/Mentor concerns • Communicate with Candidates by email only maintaining two deep leadership by including the Mentor • Periodically offer emails of encouragement to Candidates • Respond to communication within 48 hours • Forward required documents to Program Specialist • Communicate with Program Specialist, Candidate and Mentor via assigned Gmail account 	Ongoing
Receive and review document submissions	<ul style="list-style-type: none"> • Commitment forms • Project Idea Proposal • Project Description • Project Summary Report • Utilize Procedure Packet and rubrics for reviews 	Per Candidate
Maintain information	<ul style="list-style-type: none"> • Maintain electronic files of Candidate information and documents for the duration of Candidacy • Keep accurate record of communication 	Per Candidate
Be accountable	<ul style="list-style-type: none"> • Communicate regularly with Program Specialist • Submit monthly report of Candidate's progress each month • Attend monthly Team virtual meetings 	Ongoing/monthly
Contribute	<ul style="list-style-type: none"> • Offer insight and suggestions to Program Specialist for bettering the Procedure • Offer Mentor trainings to local Troops • Participate in conference/convention forums 	As needed
Exhibit Christ-like servant leadership while working with AHG Staff and Volunteers	<ul style="list-style-type: none"> • <i>"Be imitators of God, therefore, as dearly loved children and live a life of love, just as Christ loved us and gave himself up for us as a fragrant offering and sacrifice to God"</i> (Ephesians 5:1-2). 	Daily