



# LCEF Congregation Advocate

## What is a Congregation Advocate?

*An “Advocate” is a self-starter, possesses good computer skills, and would feel comfortable inviting your congregational boards to participate in the LCEF programs, grants and contest. An Advocate will NOT solicit investments, will not provide investment advice, will not sell anything, and will not solicit loans.*

*The Advocate will be the **public relations** connection between your church and your District LCEF Promotions Director. This individual will as an Advocate grow in their understanding of the mission of LCEF in efforts to support YOUR church in fulfilling its mission of sharing the Gospel of Jesus Christ.*

*Your prayerful consideration to this position of service to our Lord is greatly appreciated.*



**Lutheran Church Extension Fund**

> where investments build ministry

**[lcef.org](http://lcef.org)**

## **LCEF CONGREGATION ADVOCATE**

The Congregation Advocate will help increase the Lutheran Church Extension Fund's visibility, awareness, and exposure to your LCMS congregations. The Advocate is the connection between your church and your local LCEF personnel. Their duties will require approximately 20 minutes per month and include the following qualifications:

### **Qualifications:**

- Advocates will need to have a newer computer and be able to operate comfortably with Email.
- Having access to a color printer would be a preference but is not required.
- Nearly 95% of the LCEF District communication will be passed to the Advocate through email. Some skills in Word doc and PDF files would be beneficial.
- Be comfortable opening PDF files and know how to print the PDF files.
- Have a very good understanding of how your congregation operates, and those people who hold various offices in your church.

### **Monthly Duties (Maybe 20 minutes per month):**

- Receive via email the LCEF monthly District Newsletter. This is generally limited to a two page document front and back.
- Print off six copies of the District Newsletter.
- Post one copy (Front and Back) of the LCEF District Newsletter on a church bulletin board
- Set the remaining five copies in a pre-determined location making them available to church members.
- Be familiar with the LCEF web page and know how to navigate the web-site.
- When applicable bring awareness to LCEF Investments, Grants, and Contests that may benefit your members, youth groups, church committees, or your congregation as a whole.

### **LCEF Advocate:**

- May on occasion be asked to assist with the following:
- Alert the church council or specific board chairman of any new loan offerings, new investment vehicles, and Ministry Support programs being offered by LCEF that would benefit your congregations. For example our new Young Investor – (Y.I.) Club will be paying young investors 3.5% on a \$25 investment.
- Approximately once a year post an LCEF Point of Sale piece in a visible location to members or supply bulletin inserts.
- Develop a working relationship with the LCEF Congregational Promotions Director.
- On a six month basis attend an Advocates Appreciation luncheon or dinner.
- Refer interested members or church boards to the LCEF District VP or Promotional Director as needed.

### **Advocates will not:**

- Be asked to solicit investments.
- Be allowed to recommend investments.
- Provide loan advice.
- Be asked to "sell" anything.