

# Chanco on the James

## Board of Directors Application Information Form

Chanco on the James is a spiritual center for formation and growth through summer overnight camp and yearly retreats in the Episcopal Diocese of Southern Virginia. We welcome all ages, races, ethnicities, and cultures with Christian hospitality. Our mission is to provide a relaxed, comfortable environment to promote spiritual, personal and professional growth.

Our mission has endured more than a half century! We continue to connect annually with more than 2,500 individuals as retreat guests, summer counselors and campers—now legacies sending their kids, Cursillistas, or Happeners at youth weekends. Chanco is truly about our collective stories of strengthened relationships. Our community, in its simplest form, provides a place where we—youth and adults alike—can be ourselves, explore our faith, learn to understand each other and ourselves without fear of being judged. This is something we cannot find around every corner, but here at Chanco all our youth and adults find friendships and a love of God.

Thank you for considering service to Chanco’s Board of Directors at a time of transformational changes to our physical plant as well as our enhanced programming abilities. Chanco’s Board is comprised of talented individuals with a passion for Chanco’s ministry. Chanco’s board oversees Chanco’s budget, marketing, property, fundraising, and programs. Chanco’s board is a “working board” in that we ask for a commitment for meeting monthly either in committees or as a full board, to share Chanco’s programs with your parish, support our mission with a donation, and volunteer your talents to further our efforts.

### Summary of Chanco Board Member Duties

- Attend all regular board meetings (6 scheduled meetings, plus an annual retreat)
- Visit a camp/retreat event at least once per year
- Assist Chanco as a steward and ambassador in the community
- Serve on at least one committee
- Help publicize/promote Chanco’s programs (camp/retreats/facilities)
- Recruit volunteers
- Participate in and contribute to fundraising as one of your top philanthropic priorities
- Complete *Safe Church* or other trainings as required of all board members within 3 months of application acceptance. And ensure Safe Church training is active throughout Board tenure. <https://diosova.org/safe-church/>
- Board members should also complete the Racial Healing Workshop with DioSoVa: <https://diosova.org/racial-healing-workshop/>
- Only members in good standing of a congregation in the Episcopal Church, or individuals with personal or familial ties to Chanco on the James, may serve as a Director.
- Board materials will be sent via email and video meetings may be required, so you will need access to a computer using these programs: Zoom, Word, Excel, PowerPoint, and PDF.

Every board member serves on the board as well as a committee. The committees meet periodically throughout the year and work with the staff and other committee members to strategize on current and future plans to present to the board. Our committees include the following:

- **Communications & Development:** Managing promotional materials and all fundraising for Chanco, including the annual fund, gratitude gatherings, legacy giving, endowed funds, scholarship, Change for Chanco—the youth fundraising program, grants, bequests, *The Campaign for Chanco on the James*—our \$3.55 M comprehensive campaign which concluded December 2021, and Chanco’s Big Day of Giving which began in 2023.
- **Finance:** Oversight of Budget, Compensation, Fundraising Management, and Operations (including Policies and Procedures)

- **Program:** Develop, communicate and evaluate quality programs that address the priorities for our mission and ministry each year. Available to give input on other events or policies for all events.
- **Properties:** Responsible for the annual management of Chanco's 125 acres with numerous structures and waterfront. The committee works with Chanco's Executive Director and property manager to seek short and long-term solutions for improvement projects and priorities. Plan and manage volunteer work weekends annually.

We welcome your application. Questions on applications: Contact Gareth Kalfas at [director@chanco.org](mailto:director@chanco.org) or 888-7CHANCO (888-724-2626). Thank you for your prayerful consideration of this valuable service to Chanco and our diocese. Please use the link below to access the application.

**[Chanco on the James](#)**  
**[Board of Directors Application Form](#)**