

II. Responsibilities Delegated to the Standing Committee

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The BCS delegates ongoing responsibility to the Standing Committee for the following: (It is understood that much of its responsibility is carried out through staff.)

Policy-making

- A. As required, formulating broad procedural and programmatic policies affecting KFUD and its staff.

Staffing

- B. Formulating staff organizational structure proposals and suggesting appropriate changes as necessary.
- C. Formulating position descriptions for all BCS staff employed at KFUD and periodically reviewing approved descriptions.
- D. Participating with the BCS in selecting the Director of Broadcast/General Manager, KFUD Radio.
- E. With the approval of the BCS, employing (and/or terminating) all manager-level personnel.
- F. Within budget guidelines, employing (and/or terminating) all support-level personnel.

Supervisory

- G. Participating with the Executive Director of the BCS in the supervision and the performance evaluation of the Director of Broadcast/General Manager KFUD radio.
- H. Supervising the daily operation and affairs of KFUD in keeping with this Statement of Understanding.
- I. Maintaining compliance with all appropriate synodical policies governing KFUD and BCS staff employed at KFUD.
- J. Monitoring and maintaining compliance with all government regulations related to KFUD.
- K. Complying with all procedures necessary for the maintenance and renewal of broadcast licenses.
- L. Providing for programming and technical supervision to ensure quality of sound and conformity with the theological position of the LCMS.
- M. Maintaining and protecting KFUD's physical plant (including on-site and remote facilities) to ensure efficiency and effectiveness in the operation and to ensure an environment that lends itself to a beneficial quality of life for employees.

Financial

- N. Formulating operating and capitol budget proposals.
- O. Monitoring and maintaining conformance with approved operating and capitol budgets.
- P. Monitoring and maintaining compliance with all established financial accounting and reporting procedures.
- Q. Within budget guidelines, approving routine contracts.
- R. Providing for appropriate and adequate development and public relations activities to provide sufficient financial resources for KFUA-AM and its extension ministries.
- S. Generating advertising revenues for KFUA-FM sufficient to maintain the FM operation and to provide an increasing amount of surplus revenues.

Other

- T. Organizing itself (with officers, meetings schedules, etc.) for efficient and effective functioning as the Standing Committee on Broadcast.
- U. Providing regular reports and recommendations to the BCS (on a schedule to coincide with BCS meetings).
- V. Proposing ways of expanding and enhancing radio ministry within the Synod.
- W. Providing for ongoing evaluation of KFUA's efforts through formal and informal research.
- X. Ensuring that appropriate and adequate liaison is maintained with Concordia Seminary.
- Y. Maintaining a positive public image for KFUA.
- Z. Assuming other responsibilities as may be delegated by the BCS.

III. Responsibilities of the BCS

The BCS will retain ongoing responsibility for the following:

- A. Approving broad operating, procedural and programmatic policies affecting KFUD and its staff.
- B. Approving operating and capital budget proposals for submission through the Council of Administrators to the Board of Directors.
- C. Approving the staff organizational structure for KFUD.
- D. Approving all positions descriptions for BCS staff employed at KFUD.
- E. Employing the Director of Broadcast/General Manager, KFUD Radio.
- F. Approving the employment (and/or termination) of all manager-level personnel at KFUD.
- G. Approving, for submission to the Board of Directors, those contracts subject to Board of Directors approval.
- H. Approving official reports and recommendations to the Synod in convention.
- I. Through its Executive Director, monitoring the ongoing operation and affairs of KFUD.

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IV. Responsibilities Shared by the BCS and the Standing Committee

The following responsibilities are understood to be shared:

- A. To the greatest extent possible, integrating the work of KFUD into the overall communications efforts of the Synod.
- B. Researching needs in the Church and in the community to which KFUD may respond and exploring means of expanding and enhancing the service and outreach of KFUD.
- C. Providing for long range planning and goal setting for the work of KFUD.
- D. Representing KFUD and its interests to its various Synod and community publics.