

GUIDELINES FOR THE GOVERNANCE OF A DEVELOPING CHURCH

(P.C. 10/81, CM rev. 1/87, 6/89, 8/92, 10/98, 10/03)

A church-planting project that achieves developing church status shall be governed by the following document:

1. Name

This church shall be known as the _____ Church of The Christian and Missionary Alliance.

2. Participation

Qualifications for individual participation in the church shall consist of the following:

- Confession of faith in Jesus Christ and evidence of regeneration.
- Belief in God the Father, Son, and Holy Spirit; in the verbal inspiration of the Holy Scriptures as originally given; in the vicarious atonement of the Lord Jesus Christ; in the eternal salvation of all who believe in Him and the eternal punishment of all who reject Him.
- Acceptance of the C&MA *Statement of Faith* and the doctrines of the Lord Jesus Christ as Savior, Sanctifier, Healer, and Coming King as defined in relevant C&MA materials.
- Full sympathy with the principles and objectives of The Christian and Missionary Alliance, and cooperation by systematic support of its local, district, national, and worldwide work.
- A personal commitment to this fellowship which shall be demonstrated by such outward signs as regular attendance at its functions, regular giving of tithes and offerings in support of the local program as well as C&MA Missions, availability for local ministry assignments, and maintaining unity through the practice of speaking well of the church and its leaders as well as that of setting differences quickly in the spirit of Matthew 5:23-24 and 6:14-15.

3. Ordinances

- Baptism by immersion based upon personal profession of saving faith in Jesus Christ is recognized as a scriptural ordinance.
- The Lord's Supper shall be administered regularly.

4. Advisory Committee

- An Advisory Committee, annually appointed by the district superintendent, shall consist of the pastor, secretary, treasurer, assistant treasurer, and elders as qualified. They shall be amenable to the district superintendent. They shall hold monthly meetings for prayer and business, and shall report to the district superintendent monthly, or as he may otherwise direct.

- Where there is a mother church or a cluster of sponsoring churches, the district superintendent may choose to form the Advisory Committee in conjunction with the sponsoring church or churches. District policy shall determine such arrangements.
- The Advisory Committee shall determine where funds of the church shall be kept. They shall provide for proper archiving of all church records: legal, financial, minutes, and annual reports.
- This Committee's decisions shall be advisory to the pastor and district superintendent.

5. Pastor

- The pastor of the church shall be appointed by the district superintendent in consultation with the Advisory Committee.
- He shall be under the supervision of the district superintendent.
- The pastor may resign from the church by giving due written notice of his intentions to the district superintendent. The district superintendent in consultation with the District Executive Committee may ask for the resignation of the pastor.
- In consultation with the Advisory Committee, the district superintendent shall determine the pastor's support within the context of the church's annual budget.

6. Elders

- Provided there are men meeting the biblical requirements for eldership, a committee of no less than two elders shall be appointed by the district superintendent upon the recommendation of the pastor.
- The elders shall assist the pastor in leadership and oversight of the spiritual ministries of the church.
- They shall, with the pastor and the district superintendent, constitute the Committee on Discipline, in accordance with the *Uniform Policy on Discipline, Restoration, and Appeal of The Christian and Missionary Alliance* (see *Manual*), and, in preparation for official organization, the Committee on Membership.
- They shall be a Committee on Membership in preparation for official accreditation and official membership.
- Prospective members shall agree to abide by the *Uniform Policy on Discipline, Restoration, and Appeal of The Christian and Missionary Alliance* (see *Manual*).

7. Officers

The officers shall consist of the following who, with the exception of the pastor, shall be appointed annually by the district superintendent.

- Pastor
- Secretary
- Treasurer
- Assistant Treasurer

All officers shall meet biblical standards of leadership as determined by the district superintendent.

8. Duties of Officers

- **Pastor**

The pastor shall have general oversight of the work of the church in conjunction with the district superintendent.

He shall be chairman of an annual congregational informational meeting, the Advisory Committee, and a member ex-officio of all committees.

When the church has no pastor, the district superintendent shall have the oversight of the work, and shall appoint an interim chairman of the Advisory Committee who shall preside at the business meetings.

- **Secretary**

The secretary shall keep the minutes of the Advisory Committee meetings and the provisional membership roll. Copies shall be given to the pastor and district superintendent.

- **Treasurer**

The treasurer shall be responsible for safeguarding church assets and analyzing church programs that have financial ramifications.

The treasurer shall receive for deposit all counted moneys of the church and shall pay all bills on order of the Advisory Committee.

The treasurer shall keep proper records of all transactions and maintain a record of receipts. He shall prepare a monthly and annual report showing all income, expenditures, and account balances and distribute this report to the Advisory Committee and the district superintendent.

The treasurer shall forward missionary, Fellowship Fund, and district moneys to the treasurers of the C&MA at the National Office and District Office on or before the 10th of the following month.

- **Assistant Treasurer**

An assistant treasurer shall be appointed who shall count all moneys of the church together with the treasurer.

The assistant treasurer shall keep a separate record of all income and shall prepare and present individual receipts to donors.

The assistant treasurer shall lead in the preparation of an annual church budget projecting both income and expenses. He shall be assisted by the treasurer and pastor.

9. Membership

Membership shall be formed in preparation for accreditation. This membership shall be non-voting membership in a developing organization.

10. Records

The official records of all offices of the church and all its departments are the property of the district.

All financial records shall be audited annually or at any time on order of the district superintendent.

In the event of the death or resignation of the incumbent, or upon the appointment of a successor, the records shall be passed on to the newly-appointed officer. All records other than current shall be kept in a safe repository selected by the Advisory Committee.

11. Property

This church is connected with and subordinate to The Christian and Missionary Alliance, the parent religious denomination. Title to property, appurtenances, and effects shall be held by the corporation of the _____ District within which jurisdiction this church is located, or with which it is affiliated by law.

12. Government

The Advisory Committee shall with the pastor conduct the affairs of the church and is amenable to the district superintendent.

There shall be a general congregational informational meeting held annually, at which time reports of all departments shall be presented, including audited reports of the treasurer.

Notice of appointed officers and members of the Advisory Committee shall be given at this meeting. All actions recommended shall be subject to approval by the district superintendent.

13. Missions

A Missions Conference shall be held annually for the promotion and support of the worldwide work of The Christian and Missionary Alliance. The church shall from inception give to the Great Commission Fund through the prepared Faith Promise Card supplied by the National Office. These gifts shall each month be forwarded to the Treasurer of The Christian and Missionary Alliance at the National Office.

14. Committees and Organizations

Committees and organizations, as described in Article X of the Uniform Constitution for Accredited Churches of The Christian and Missionary Alliance, may be established as the need arises.

15. District Support

This church shall from inception give to the _____ District budget in accordance with the established formula as established in the district bylaws beginning with one percent and increasing 1 percent each following calendar year up to the full percentage.

16. Official Accreditation

A developing church which meets the standards of accreditation as defined in the General Bylaws in the *Manual of The Christian and Missionary Alliance*, Article III, Section 3.1 may petition the district superintendent to become an accredited church. The pastor and district

superintendent (or his appointees) shall constitute the Committee on Charter Membership in preparation for official accreditation.

Readiness for accreditation shall be determined by the District Executive Committee through the district superintendent in accordance with the criteria defined in the *Manual of The Christian and Missionary Alliance*, the Uniform Constitution for Accredited Churches, district bylaws, and District Executive Committee policy.