

**MIDDLETON BAPTIST CHURCH CONSTITUTION
(REVISED FEBRUARY 6, 2018)**

TABLE OF CONTENTS

	PAGE	
ARTICLE 1	NAME AND AFFILIATION	3
ARTICLE 2	POLITY	3
ARTICLE 3	DOCTRINAL STATEMENT	3
ARTICLE 4	MISSION & VISION	3
	A. Mission Statement	3
	B. Vision Statement	3
ARTICLE 5	CHURCH MEMBERSHIP	4
	A. Definitions	4
	B. Qualifications	4
	C. Reception of Members	5
	D. Responsibilities and Privileges of Membership	6
	E. Church Discipline	6
	F. Revision of Membership	7
ARTICLE 6	MEETINGS	8
	A. Congregational Church Meetings	8
	B. Quorum	8
	C. Rules of Order	8
	D. Voting	9
ARTICLE 7	GOVERNANCE BOARD	9
	A. Description	9
	B. Accountability	10
	C. Comprised Of	10
	D. Qualifications, Election and Term	10
	E. Meetings of The Governance Board	11
	F. Removal of Governance Board Members	11
	G. Resignation of Governance Board Members	11
	H. Vacancies on the Governance Board	12
	I. Responsibilities	12
ARTICLE 8	STANDING COMMITTEES	13
	A. Deacons' Committee	13
	B. Mission and Outreach Committee	15
	C. Stewardship and Financial Management	16

	D. Property Management Committee	18
ARTICLE 9	MINISTRIES	20
	A. Establishment of Ministries	20
	B. Ministry Enablement Team	20
	C. Ministry Coordinators	21
ARTICLE 10	OFFICERS	21
	A. Officers	21
	B. Lead Pastor & Other Staff	22
	C. Moderator (Governance Board Chair)	23
	D. Clerk (Governance Board Secretary)	23
	E. Treasurer	23
ARTICLE 11	MISCELLANEOUS	24
	A. Changing the Constitution	24
	B. Church Licence to Minister	24
APPENDIX A	DOCTRINAL STATEMENT	25
APPENDIX B	CHURCH COVENANT	26
APPENDIX C	LICENCE TO MINISTER REGULATIONS	28
APPENDIX D	GOVERNMENTAL STRUCTURE CHART	29

PROPOSED FINAL DRAFT OF THE MIDDLETON BAPTIST CHURCH CONSTITUTION
Revised January 27, 2013

Article 1 **NAME AND AFFILIATION**

The name of this Church shall be the Middleton Baptist Church, Middleton, Nova Scotia. Middleton Baptist Church is an incorporated entity within the province of Nova Scotia.

This Church shall be a member of the Annapolis-Digby Baptist Association and of the Convention of Atlantic Baptist Churches Inc. and shall unite with other member churches in giving and receiving counsel and assistance in mutual councils, in the transfer of members and in everything conducive to the harmony and prosperity of the Church.

Article 2 **POLITY**

Under the Lordship of Christ, the guidance of the Word, and the direction of the Holy Spirit, the government of this Church shall be vested in its membership.

Article 3 **DOCTRINAL STATEMENT**

The doctrinal statement of Middleton Baptist Church is based upon the “The Basis of Union of 1905” of the Convention of Atlantic Baptist Churches Inc. (See Appendix A for the full Doctrinal Statement).

Article 4 **MISSION & VISION**

A. Mission Statement:

Middleton Baptist Church exists to be disciples and make disciples of Jesus Christ for the glory of God.

B. Vision Statement

As Middleton Baptist Church lives out its mission in our community:

- We see servants of Jesus Christ fully equipped to love and serve our community in His name
- We see families who are restored and strengthened, as we serve them in love and point them to Jesus
- We see children and teens, who are confident that they are loved, valued and accepted within their families, schools and community, following and serving Christ, as we intentionally focus on both their physical and spiritual well-being
- We see seniors living in a safe community with deep meaningful relationships and quality care, and

- We see a community without walls, made possible by the power of Christ, as people are reconciled to one another and to God through faith in Jesus Christ.

Article 5 CHURCH MEMBERSHIP

A. Definitions

1. Active member

An active church member shall be defined as a current member of Middleton Baptist Church who has attended at least six worship services from annual meeting to annual meeting. Only active church members are eligible to vote, speak at duly called church meetings, or hold office at Middleton Baptist Church.

A member who has an illness, disability, or who has relocated for the purposes of long-term care or education, shall still be considered an Active Member of Middleton Baptist Church, providing he/she fits the definition of an Active Member before the onset of the illness, disability, or relocation.

2. Membership on Hold

Any church member who has refused fellowship with the church body by failing to attend at least six worship services from annual meeting to annual meeting.

3. Inactive Member

An inactive member shall be defined as a current member of Middleton Baptist Church who has refused fellowship with the rest of the church body for a period of two years, meaning that he/she has failed to attend at least six worship services from annual meeting to annual meeting over those two years.

4. Associate Member

Persons who have previously been granted associate membership at Middleton Baptist Church shall be allowed to retain their associate member status. The original conditions under which they became an associate member shall remain in place (all of the rights and privileges of the Church, except for the right to vote on questions affecting the doctrine of the Church or its status within the Baptist denomination); however, associate membership will cease to be granted at Middleton Baptist Church.

B. Qualifications

To qualify for membership at Middleton Baptist Church, a person must:

- Be a believer in Jesus Christ as Lord and Saviour
- Give evidence of regeneration
- Have been baptized as a believer by immersion in obedience to Christ

- Wholeheartedly believe in the Christian faith as revealed in the Bible, agree to submit to the teaching of scripture as expressed in the Doctrinal Statement (Appendix A) and promise to keep the commitments expressed in the Church Covenant (Appendix B).

C. Reception of Members

A pastor of the Church and the Deacons' Committee shall be responsible for determining each person's qualification for membership and recommending the candidate to the Church membership for a vote. In making this recommendation, the pastor and Deacons' Committee may rely on a person's profession of faith or such other evidence, as the pastor and Deacons' Committee deem appropriate.

A candidate for Church membership must, therefore, attend an interview with a pastor of the Church and members of the Deacons' Committee, as well as attend a baptism and/or new member's class, before his/her name is recommended to the Church body for a vote of acceptance into the membership of Middleton Baptist Church.

Names of candidates for church membership shall be published in the Middleton Baptist Church worship bulletin, at least three weeks prior to being voted on by the Church membership.

A person may be received into membership at Middleton Baptist Church by any of the following methods, subject in each case to the provisions outlined above:

1. BY BAPTISM

Any person who confesses Jesus Christ as Saviour and Lord, and who is in agreement with the doctrines and practices of this Church, may be received into membership following baptism as a believer by immersion.

Any person, who by reason of infirmity is unable to follow our regular form of baptism by immersion, may be administered baptism in an alternate manner (i.e. pouring, etc.). If, as a final resort, this is unable to take place, and after all other options have been exhausted, they may be received into full membership by public profession of faith.

2. BY LETTER

A person who professes a commitment to Jesus Christ, is in accord with the doctrines and practices of this Church, including having previously undergone baptism as a believer by immersion, may be received into membership, on the basis of a letter of dismissal and recommendation from another church of like faith.

3. BY EXPERIENCE

A person, who professes a commitment to Jesus Christ, is in accord with the doctrines and practices of this Church, including having previously undergone baptism as a believer by immersion, may be received into membership, after giving satisfactory evidence of Christian character.

4. RESTORATION

Any person who has lost membership for any reason may be restored to membership upon recommendation of the Governance Board and two-thirds affirmative vote of the Church.

D. Responsibilities and Privileges of Membership

In accordance with the responsibilities and privileges of church membership outlined in the Church Covenant, each member shall be privileged and expected to regularly attend the church's public worship services and participate in and contribute to the ministry and life of the Church, consistent with God's leading and with the gifts, time, and material resources each has received from God.

God has given the Christian the gift of the wider Church for the purposes of fellowship, discipleship, teaching, spiritual growth, encouragement, accountability, correction, protection, and discipline. Therefore, regular fellowship with this local Church is a privilege and is expected of those who are members.

Under the Lordship of Christ, the guidance of the Word, and the direction of the Holy Spirit, this Church is governed by its members. It is, therefore, the privilege and responsibility of members to attend all members' meetings and vote on the election of officers, on decisions regarding membership status, and on such other matters as may be submitted to a vote.

The Church is to be a reflection of Christ to both its members and to those in the world. Therefore, it is the responsibility of members to exemplify a high standard of Christian conduct so as to commend the Gospel of Christ to others, in the effort of winning them to Christ.

Finally, it is the responsibility of members to accept and promote the Doctrinal Statement and Covenant of this Church.

E. Church Discipline

Church discipline should only be considered after individual, private admonition has failed. Any member who consistently demonstrates conduct by which the name of our Lord Jesus Christ is dishonoured, shall be subject to the admonition of the Governance Board and the discipline of the Church, according to the instruction of the Lord in Matthew 18:15-17 and using the principles outlined in Galatians 6:1 and 2 Corinthians 2:5-11.

Church discipline can include sequentially:

1. Admonition by the Governance Board;
2. Deposition from office;
3. Suspension from communion for a defined period;
4. Removal of church membership;

The purpose of all such discipline should be for repentance, reconciliation, spiritual growth, and restoration of the individual disciplined.

(Proverbs 15:5; 29:15; 1 Corinthians 4:14; Ephesians 6:4; 1 Timothy 3:4-5; Hebrews 12:1-11; Psalm 119:115; 141:5; Proverbs 17:10; 25:12; 27:5; Ecclesiastes 7:5; Matthew 7:26-27; 18:15-17; Luke 17:3; Acts 2:40; 1 Corinthians 5:5; Galatians 6:1-5; 2 Thessalonians 3:6, 14-15; 1 Timothy 1:20; Titus 1:13-14; James 1:22)

F. Revision of Membership

Names shall be removed from the membership roll of the Church in cases of:

1. Death;
2. The granting of a letter to join a sister Baptist church;
3. A written request for removal, or direct evidence of membership in another church;
4. Discipline

A member whose conduct brings dishonour upon the Church and, ultimately, upon the name of the Lord Jesus Christ, after an unsuccessful attempt for restoration has been made in accordance with ARTICLE 5 SECTION E shall, upon recommendation from the Governance Board, be deleted from the membership roll.

5. Refusal of Fellowship

The membership roll shall be reviewed annually by the Lead Pastor, Chair of Deacons, Church Moderator, and the Church Clerk who shall maintain an accurate record of active, on hold, and inactive members.

A member shall have his/her membership placed on hold, by failing to attend at least six regular worship services from annual meeting to annual meeting. Where possible, the member shall be notified of removal to this list and will be urged to resume fellowship with the Church. After having attended six regularly-held worship services from annual meeting to annual meeting, the inactive church member shall be restored to active membership status. Any person whose membership is on hold shall be ineligible to vote, speak at a duly called church meeting, or hold office, until membership has been restored to active member status.

After having membership placed on hold for a period of one year, and if a member still refuses fellowship with the Church, his/her name shall be placed on the inactive membership list. Any person whose name is on the inactive membership list shall be ineligible to vote, speak at a duly called church meeting, or hold office, until membership has been restored to active member status.

In order for an inactive member to be reinstated to active member status, he/she must first attend six regular church services from annual meeting to annual meeting. After this, the inactive member must meet with the Lead Pastor, Church Moderator, Chair of the Deacons' Committee, and one other

Governance Board member, in order to determine the reason for their prolonged refusal to fellowship with the Middleton Baptist Church.

Based on the outcome of this meeting, those present may recommend to the Governance Board one of three options regarding the membership status of the inactive member:

- That the inactive member be reinstated to active member status immediately,
- That the inactive member's membership be placed on hold for a period of six months,
- That the inactive member begin the membership process from the beginning.

As this is ultimately an issue of Church discipline, the Governance Board shall make the final decision regarding the status of the inactive member who wishes to be reinstated as an active member of this Church.

Article 6 MEETINGS

A. Congregational Church Meetings:

1. ANNUAL BUSINESS MEETING: The date of the Annual Business Meeting of the Church shall be set by the Governance Board and be held not later than the first Wednesday in February. The purpose of this meeting will be to receive the annual reports, to adopt the budget for next year, for annual nominations and elections, and to transact other Church business deemed necessary by the Governance Board. Notice of this meeting shall be given from the pulpit on the two Sundays before the meeting is to be held.

2. SPECIAL MEETINGS may be called by the Lead Pastor, Moderator, Governance Board, or at the written request of not fewer than ten members of the Church. Notice of such meetings, together with a statement of their purpose, must be given from the pulpit on the two Sundays before the meeting is to be held.

3. EMERGENCY MEETINGS: An emergency meeting may be held to deal with matters of extreme urgency, excluding personnel matters, the agenda being limited to this matter only. Holding such a meeting would require the unanimous consent of the membership present.

4. MEETINGS FOR THE RECEPTION AND TRANSFER OF MEMBERS.

B. Quorum:

A quorum shall consist of thirty (30) active members at any congregational meeting.

C. Rules of Order:

Every duly called meeting of the Church shall be conducted in the following manner:

1. Every meeting shall be opened and closed with prayer.
2. Immediately after the opening of a meeting, these Rules of Order shall be distinctly read by the Moderator.
3. Any person wishing to speak shall be an active Church member. A non-member may speak in the case where they have been invited by the Church Moderator, prior to the start of the meeting, to provide an opinion in their area of expertise on a matter under consideration by the membership.
4. To speak to a motion, the person wishing to speak shall stand and, when recognized by the Moderator, shall confine his/her remarks to the question or issue.
5. A person shall not speak more than twice upon a subject, until all who wish to speak have had an opportunity to do so and after permission has been given by the Moderator.
6. A person shall not interrupt another, except to call that person to a point of order.
7. If a person be called to order he/she shall, at the request of the Moderator, be seated, until the question of order has been decided.
8. When a question is put, the Moderator, after announcing the question shall ask: "Are you ready for the question?" If no person wishes to speak, the question shall be put.
9. All business shall be transacted in accordance with Parliamentary usage so called, e.g. – Robert's Rules of Order.

D. Voting:

1. Every active member of the Church is eligible to vote.
2. A simple majority vote, at a duly called meeting of the Church, shall legally commit the Church, unless otherwise indicated.
3. In matters pertaining to the calling of a pastor, denominational allegiance, or sale/purchase of property, voting members shall be at least sixteen years of age. A two-thirds majority shall be required to carry such a motion.
4. Voting may be open or written, as decided by the Moderator or called for by the meeting, depending on the circumstance and/or the importance of the item.

Article 7 _____ **GOVERNANCE BOARD**

A. Description:

The Governance Board is made up of church members who are tasked with overseeing the spiritual welfare of the Church and its members, giving visionary leadership to the Church, being keepers of the mission and vision of the Church, and overseeing the governance of the Church between Annual Business Meetings.

B. Accountability:

The Governance Board is directly accountable to the membership of Middleton Baptist Church; as such, its decisions are subject to review and modification at a duly called business meeting of the congregation. The members of the Church at a duly called business meeting elect governance Board members.

C. Comprised of:

The Governance Board shall be made up of the Lead Pastor, the Church Moderator (who shall serve as the Governance Board Chair), the Church Clerk (who shall serve as the Governance Board Secretary), plus six other Church members. Four of these six Church members will serve as chairs of the standing committees of the church (Deacons, Stewardship and Financial Management, Property Management, Mission and Outreach), while the remaining two of these six Church members will serve as Members-at-Large.

D. Qualifications, Election, and Term:

1. Members of the Governance Board shall be actively involved in ministry in the Church, shall have an evident gift of leadership and the ability to govern well, shall in their private and public lives strive, by the power of the Holy Spirit, to conform to the principles of Christ and right relationship with the Lord as stated in the Scriptures including, but not limited to, the following: (Romans 12:1-2; I John 3:16-18; Psalm 15; II Corinthians 5:17; Galatians 5:13-16; Ephesians 4:22-32, 5:1-33; Philippians 2:1-8; Colossians 3:5-11; I Peter 3:8-12, 5:2-3; Titus and I Timothy 3:1-13).

2. Those members of the Governance Board who are to be elected by the Church membership shall, after prayerful consideration, be nominated by the Governance Board. Names of those nominated shall be included in a notice of meeting published to Church Members and must be affirmed by a 2/3 vote of the membership present at a meeting of the Church held for the purpose of election. Each nominee shall be voted on individually and voting shall be conducted by secret ballot. Elected members of the Governance Board shall serve without compensation.

3. Elected members of the Governance Board shall hold office for a term of three years, with the possibility of being reelected for an additional three-year term. Governance Board members may not exceed two consecutive, three-year terms, except where noted, as in the case of the Church Clerk and Lead Pastor. After two consecutive terms Governance Board members must take a one year leave of absence from the board before they are eligible to serve again. If an individual completes a term for a departing member of the Governance Board, he/she may, at the end of that term, serve one consecutive term of his/her own. The terms of the Governance Board members shall be staggered (no more than 3

members will normally be appointed in any given year), so that there will be continuity in the work of the Governance Board.

4. The Church Moderator, Church Clerk, and Lead Pastor shall be voting members of the Governance Board, except the Lead Pastor shall not vote on matters related to himself/herself.

E. Meetings of the Governance Board:

1. A regular meeting of the Governance Board shall be held every second month or more often, if necessary. Meetings shall be open to all Church members and adherents of the congregation. Church members desiring to present an item to the Governance Board may do so by contacting the Chair of the Governance Board (the Church Moderator) two weeks prior to a regular meeting of the Governance Board, indicating the subject to be presented and requesting permission for it to be placed on the agenda. Any officer or any two members of the Governance Board may call a special meeting of the Governance Board, by giving verbal or written notice to each member of the Governance Board four days prior to the time scheduled for the meeting. Such notice shall include the purpose of the meeting.

2. The Chair of the Governance Board shall preside at meetings, or in that person's absence, the Governance Board shall designate a Chair. The Chair shall, along with the Lead Pastor, prepare the agenda. A majority of Governance Board members constitute a quorum for the transaction of business. A majority of the members of the Governance Board present may adjourn a meeting.

3. If a member of the Governance Board is absent for three consecutive, regularly scheduled meetings of the Board, the position shall be considered vacant, at the discretion of the Governance Board.

4. The Chair of the Governance Board, with the Board's consent, may request the Board meet in camera for the purpose of discussing sensitive church matters.

F. Removal of Governance Board Members

1. A request for the removal of a member from the Governance Board may be made by no less than ten Church members. Notice of such a request of removal must be signed and given to all members of the Governance Board, in writing, and received two weeks prior to the next scheduled Governance Board meeting.

2. The Governance Board will make every reasonable effort to resolve the matter of membership.

3. If the situation cannot be resolved to the satisfaction of both parties, the Governance Board must refer the situation to the Church membership at a duly called business meeting.

G. Resignation of Governance Board Members

A member of the Governance Board may resign by giving written notice to the Chair of the Governance Board, and the resignation shall be effective upon receipt.

H. Vacancies on the Governance Board

Vacancies on the Governance Board shall exist upon death, resignation, removal, increase in the authorized number of members of the Governance Board, or upon the failure of the members to fill a vacancy at an Annual Business Meeting. Such elections to fill vacancies will be made according to Article 7, Section D.

I. Responsibilities:

The Governance Board of MBC shall be entrusted with the following responsibilities:

1. The Governance Board shall be responsible for the spiritual welfare of the Church and its members. It shall have the general oversight of all aspects of the Church and its ministries between Annual General Meetings, and attend to such matters as fall within the province of the Annual Business Meeting of the Church. It shall prayerfully implement God's will for the Church, serve as keepers of the Church's mission and vision and keep these before the congregation, and deal with such Church business as cannot be delegated;
2. The Governance Board has responsibility for the general management of all monies belonging to the Church and for assuring that these monies are used for the purposes designated, as administered by the Stewardship and Financial Management Committee;
3. The Governance Board shall ensure staff position descriptions are current and staff reporting relationships are clear; it shall oversee the annual performance evaluations of all other staff, as conducted by the Lead Pastor; and it shall also conduct the annual performance evaluation of the Lead Pastor;
4. The Governance Board shall oversee matters of Church discipline which shall be handled following the Biblical model set out in Matthew 18:15-17, Galatians 6:1 and 2 Corinthians 2:5-11 and in accordance with ARTICLE 5, SECTION E of this document;
5. The Governance Board shall have oversight of the four Standing Committees of the Church (Deacons, Stewardship and Financial Management, Property Management, Mission and Outreach), including receiving regular reports from each. The Chair of each Standing Committee shall be an elected member of the Governance Board.
6. Decisions of the Governance Board shall take precedence over all other committees and ministries of the Church but not over decisions made by the Church membership at a duly called business meeting;
7. The Governance Board shall present for approval to Church Membership at the Annual Business Meeting a budget, approved by the Board and prepared by the Committee of Stewardship and Financial Management;

8. The Governance Board is expected to issue a quarterly report to the congregation, bringing the congregation up to date on the recent business of the Board.
9. The Governance Board shall, as required, appoint ad hoc committees to help carry out its duties;
10. The Governance Board shall hold at least two day-long planning sessions per year, focusing on the implementation of the mission and vision of the church through long-range strategic planning;
11. The Governance Board is authorized to approve expenditures, which are not in the budget, up to \$8,000 per year, without seeking approval of the Church Membership;
12. The Governance Board is authorized to appoint Delegates and Representatives to Convention, Association, assemblies and councils and to grant church licences to minister;
13. The Governance Board shall present to the church membership at a duly called business meeting of the Church the following for consideration: the disposal or acquisition of property; the calling or dismissal of the Lead Pastor; the calling of other staff; the creation or deletion of staff positions other than the Lead Pastor; the receiving of new members into the Church Fellowship; changes to the constitution, by-laws, or policies, and the question of the affiliation of this Church with other Church bodies; and expenditures in excess of \$8000.

Article 8 STANDING COMMITTEES

A. DEACONS' COMMITTEE

1. Description:

The Deacons' Committee consists of those who, upon observation, have been entrusted by God with gifts of servanthood. Deacons act as servants of the Church, overseeing and engaging in the Church's various servant ministries.

2. Accountability:

The Deacons' Committee functions as a committee of the Governance Board, to assist them in carrying out their mandate. Therefore, the Deacons' Committee is accountable to the Governance Board, and decisions of the Governance Board shall take precedence over those of the Deacons' Committee.

3. Comprised of:

The Deacon's Committee is to be made up of one member of the Governance Board who is appointed as Chair, plus up to eleven other Church members who exhibit servanthood qualities in their character.

4. Appointment and Term:

(i) Deacons are nominated by the Governance Board, upon the recommendation of the Chair of the Deacons Committee, and are elected by Church Members at the Annual Business Meeting. The Governance Board can fill positions that become vacant between Annual Business Meetings.

(ii) Elected members of the Deacons' Committee shall hold office for a term of three years, with the possibility of being reelected for an additional three-year term. Term of office for Deacons' Committee members may not exceed two consecutive terms. After two consecutive terms Deacons' Committee members must take a one year leave of absence from the committee before they are eligible to serve again. The terms of the Deacons shall be staggered (no more than 4 Deacons will normally be appointed in any given year), so that there will be continuity in the work of the Deacons' Committee.

5. Responsibilities:

The deacons of MBC shall have the following responsibilities:

(i) Arrange for and assist the pastors in the Lord's Supper;

(ii) Assist the pastors in the administration of baptism;

(iii) Administer the Deacons' Fund;

(iv) In the absence of pastors, attend to the supply of the pulpit and arrange for leadership of prayer meetings;

(v) Interview candidates for church membership with respect to personal testimony of conversion and recommend to the Church;

(vi) Host as many 'New To MBC' lunches per year, as deemed reasonable by the Deacons Committee, for those who have recently become a part of the Church fellowship;

(vii) Work closely with the Pastor of Congregational Care to ensure visitation, especially that of our senior members, is functioning well and be engaged as active visitors themselves;

(viii) Three months prior to the Annual Business Meeting, submit a list of nominees to the Board of Governance to be considered for service on the Deacons' Committee;

(ix) Prepare annually, at least three months prior to the Annual Business Meeting, a proposed budget, to be submitted to the Stewardship and Financial Management Committee, outlining all needs of the Deacons' Committee anticipated for the coming year;

(x) They shall meet as often as necessary to carry out these responsibilities.

B. MISSION AND OUTREACH COMMITTEE

1. Description:

The Mission and Outreach Committee exist to assist in coordinating the outreach ministries of the Church, both locally and globally, so the mission and vision of the Church is advanced.

2. Accountability:

The Mission and Outreach Committee functions as a committee of the Governance Board, to assist them in carrying out their mandate. Therefore, the Mission and Outreach Committee are accountable to the Governance Board, and decisions of the Governance Board shall take precedence over those of the Mission and Outreach Committee.

3. Comprised of:

The Mission and Outreach Committee is to be made up of one member of the Governance Board who is elected as Chair by the Church membership, plus four other Church members who exhibit a heart for advancing the mission and vision of the Church and for outreach, both locally and globally.

4. Election and Term:

(i) Mission and Outreach Committee members are nominated by the Governance Board, upon the recommendation of the Chair of the Mission and Outreach Committee, and are elected by Church Members at the Annual Business Meeting. The Governance Board can fill positions that become vacant between Annual Meetings.

(ii) Elected members of the Mission and Outreach Committee shall hold office for a term of three years, with the possibility of being reelected for an additional three-year term. Term of office for Mission and Outreach Committee members may not exceed two consecutive terms. After two consecutive terms Missions Committee members must take a one year leave of absence from the committee before they are eligible to serve again. The terms of Mission Committee members shall be staggered (no more than 2 members will normally be appointed in any given year), so that there will be continuity in the work of the Mission Committee.

5. Responsibilities:

The Mission and Outreach Committee of Middleton Baptist Church shall have the following responsibilities:

- (i) They shall keep the congregation informed regarding effective mission work being done both locally and globally, especially the work of missionaries that Middleton Baptist Church supports financially and through prayer;
- (ii) In consultation with the Lead Pastor, and other staff as appropriate, they shall oversee the effective implementation of Strategic Outreach Initiatives, as agreed upon by the Church Membership.
- (iii) They shall oversee the monthly Mission Communion Offering by choosing to whom the offering will go, bringing a monthly missions update during the worship service that Sunday, and ensuring that the offering is received at the end of the service;
- (iv) They shall plan and host, in conjunction with the Muriel Bent Atlantic Baptist Women, an annual mission weekend that will highlight effective mission work being conducted around the world;
- (v) They shall oversee the administration of the Muriel Bent Short-Term Mission Fund, including receiving applications for grants from the fund and allocating monies from the fund to those approved for funding;
- (vi) They shall commission, as seems appropriate, a Short-Term Mission team from within Middleton Baptist Church who will serve in an international capacity on behalf of the Church;
- (vii) They shall, three months prior to the Annual Business Meeting, submit a list of nominees to the Board of Governance to be considered for service on the Missions and Outreach Committee;
- (viii) They shall prepare annually, at least three months prior to the Annual Business Meeting, a proposed budget, to be submitted to the Stewardship and Financial Management Committee, outlining all mission and outreach related costs anticipated for the coming year;
- (ix) They shall meet as often as necessary to carry out these responsibilities.

C. STEWARDSHIP AND FINANCIAL MANAGEMENT COMMITTEE

1. Description:

The Stewardship and Financial Management Committee exists to oversee the financial ministry of the church and to promote Biblical stewardship practices in the functioning of the church, as well as to encourage Biblical stewardship practices in the lives of those in the congregation.

2. Accountability:

The Stewardship and Financial Management Committee functions as a committee of the Governance Board to assist them in carrying out their mandate. Therefore, the Stewardship and Financial Management Committee is accountable to the Governance Board and decisions of the Governance Board shall take precedence over those of the Stewardship and Financial Management Committee.

3. Comprised of:

The Stewardship and Financial Management Committee is to be made up of one member of the Board of Governance, who is elected as Chair by the Church membership, the Treasurer of Middleton Baptist Church, plus three other Church members, one of who is to be appointed Head Teller. Committee members are to be those who have demonstrated a commitment to Biblical stewardship in their lives and in our Church and who are regular financial contributors to the work of the Lord at Middleton Baptist Church.

4. Election and Term:

(i) Stewardship and Financial Management Committee members are nominated by the Governance Board, upon the recommendation of the Chair of the Stewardship and Financial Management Committee, and are elected by Church Members at the Annual Business Meeting. The Governance Board can fill positions that become vacant between Annual Meetings.

(ii) Elected members of the Stewardship and Financial Management Committee shall hold office for a term of three years, with the possibility of being reelected for an additional three-year term. Term of office for Stewardship and Financial Management Committee members may not exceed two consecutive terms. After two consecutive terms Stewardship and Financial Management Committee members must take a one year leave of absence from the committee before they are eligible to serve again. The terms of Stewardship and Financial Management Committee members shall be staggered (no more than 1 member will normally be appointed in any given year), so that there will be continuity in the work of the Stewardship and Financial Management Committee.

5. Responsibilities:

The Stewardship and Financial Management Committee of Middleton Baptist Church shall have the following responsibilities:

(i) To promote Biblical stewardship in the financial practices of the Church, as well as in the lives of its members and adherents;

(ii) To oversee the financial stewardship of the Church and the tabulation and expenditure of all church funds, except the Deacons' Fund, and those funds raised and administered for their own purposes by separate Church organizations (i.e. Youth Group, Atlantic Baptist Women, Social Ministry, etc.);

(iii) They shall hold and administer the Cox fund and any other trust funds of the church;

(iv) They shall present an examined statement of receipts and expenditures of all Church funds, including the Deacons' Fund, and those funds raised and administered for their own purposes by separate Church organizations (i.e. Youth Group, Atlantic Baptist Women, Social Ministry, etc.) at the Annual Business Meeting of the Church;

- (v) They shall request submissions for the annual budget from all Boards, Committees and Ministries three months prior to the Annual Business Meeting;
- (vi) They shall, in conjunction with the Governance Board, ensure fair and adequate compensation for all salaried staff, both internally and in comparison with other churches;
- (vii) They shall, with the direction and approval of the Governance Board, prepare recommendations to the congregation for the long-range planning of the financial needs of the Church;
- (viii) They shall prepare a budget for the upcoming year and present it for approval to the Board of Governance, at least one month prior to the Annual Business Meeting;
- (ix) They shall annually appoint a Head Teller;
- (x) The Head Teller, in conjunction with the Stewardship and Financial Management Committee, shall appoint enough tellers as is necessary to carry out the Teller Ministry in an efficient and integral manner. No fewer than two shall be on duty to serve each Sunday;
- (xi) They shall appoint an envelope secretary to keep records of, order, receive, and distribute church envelopes before each new year and as required during the year;
- (xii) They shall appoint two qualified auditors per year who shall audit the financial statements of the Church Treasurer(s) at the end of the fiscal year and to make a written report of the same, in time for inclusion in the Church's annual report;
- (xiii) They shall, three months prior to the annual meeting, submit a list of nominees to the Board of Governance to be considered for service on the Stewardship and Financial Management Committee.
- (xiv) They shall keep before the Church its ongoing financial responsibility toward the United in Mission fund and encourage its realization;
- (xv) They shall meet as often as necessary to carry out these responsibilities.

D. PROPERTY MANAGEMENT COMMITTEE

1. Description:

The Property Management Committee exists to oversee the upkeep, maintenance, and use of all Church buildings and properties and to act as the Legal Trustees of all real and personal property of the Church.

2. Accountability:

The Property Management Committee functions as a committee of the Governance Board, to assist them in carrying out their mandate. Therefore, Property Management Committee is accountable to the

Governance Board, and decisions of the Governance Board shall take precedence over those of the Property Management Committee.

3. Comprised of:

The Property Management Committee is to be made up of one member of the Board of Governance who is elected as Chair by the Church membership, plus three other Church members.

4. Election and Term:

(i) Property Management Committee members are nominated by the Governance Board, upon the recommendation of the Chair of the Property Management Committee, and are elected by Church Members at the Annual Business Meeting. The Governance Board can fill positions that become vacant between Annual Meetings.

(ii) Elected members of the Property Management Committee shall hold office for a term of three years, with the possibility of being reelected for an additional three-year term. Term of office for Property Management Committee members may not exceed two consecutive terms. After two consecutive terms Property Management Committee members must take a one year leave of absence from the committee before they are eligible to serve again. The terms of Property Management Committee members shall be staggered (no more than 1 member will normally be appointed in any given year), so that there will be continuity in the work of the Property Management Committee.

5. Responsibilities:

The Property Management Committee of Middleton Baptist Church shall have the following responsibilities:

(i) Legal Trustees: The Property Management Committee shall be the Legal Trustees of all real and personal property of the Church;

(ii) They shall be responsible for all upkeep and maintenance;

(iii) They shall appoint a Facilities Coordinator whose responsibility will be to coordinate all rentals and use of the facility, in consultation with the Church Secretary and pastoral staff;

(iv) They shall oversee the tendering of custodial contracts and shall oversee the custodian(s) in the carrying out of his/her duties. They shall also draft and keep an up-to-date job description for the position of Custodian and have the authority to enter into or not renew custodial contracts for each coming year;

(v) They shall have the authority to engage service contractors when necessary;

(vi) The Property Management Committee, in consultation with the Governance Board, may authorize budgeted expenditure increases of up to \$2000, without seeking approval from the Church body. All

unbudgeted expenditures by the Property Management Committee, up to \$2000, must first be submitted to the Stewardship and Financial Management Committee for recommendation of approval by the Governance Board. The Governance Board may not authorize more than \$10,000 per year without receiving approval from the congregation.

(vii) In the event of an emergency requiring expenditure in excess of the Budget, the Property Management Committee shall have the authority to act on behalf of the Church, upon an affirmative vote of the members present and the Chair of the Governance Board (the Church Moderator). The Property Management Committee shall make every effort to convene the Governance Board to participate in the decision process;

(viii) They shall, with the direction and approval of the Governance Board, prepare recommendations to the congregation for the long-range planning of the physical needs of the Church. Monies will not be accepted by Middleton Baptist Church for capital cost projects, unless they have first been approved by the Property Management Committee and the Governance Board;

(ix) They shall maintain insurance on the property and people of MBC.

(x) They shall ensure that all needed checks required by Fire and Safety regulations involving the fire detection equipment, the fire inspection of the building, firefighting equipment, and exit points/ markings, as well as the elevator and furnace inspection, are conducted on an annual basis.

(xi) They shall, three months prior to the annual meeting, submit a list of nominees to the Board of Governance to be considered for service on the Property Management Committee;

(xii) They shall prepare annually, at least three months prior to the Annual Business Meeting, a proposed budget, to be submitted to the Stewardship and Financial Management Committee, outlining all anticipated costs for the coming year;

(xiii) They shall meet as often as necessary to carry out these responsibilities.

Article 9 MINISTRIES

A. Establishment of Ministries

The Lead Pastor, in counsel with the Board of Governance and Pastoral Staff, may establish ministries as may be necessary for the proper functioning of the Church.

B. Ministry Enablement Team

1. Purpose:

The role of the Ministry Enablement Team shall be to oversee the ministries of the church and to equip and empower members and adherents of Middleton Baptist Church for the work of ministry (Ephesians 4:11- 13).

2. Comprised of:

Pastoral staff shall serve as the Ministry Enablement Team.

3. Responsibilities:

(i) Each ministry of the Church shall be overseen by a member of the Ministry Enablement Team.

(ii) It is the responsibility of the overseeing Ministry Enablement Team member to ensure that each ministry under his/her care has a Ministry Coordinator, and to serve as a resource person, an encouragement, and sounding board for the Ministry Coordinators under his/her care.

(iii) It is the responsibility of the overseeing Ministry Enablement Team member to ensure that each ministry under his/her care is achieving its stated purpose and is in keeping with the mission and vision of the Church. In the case where a ministry is not achieving these goals, the Ministry Enablement Team member will work with the Ministry Coordinator to try and revive the ministry or to bring it to a conclusion.

C. Ministry Coordinators

1. With the guidance and approval of the Ministry Enablement Team, Ministry Coordinators shall be authorized to organize their areas of ministry in terms of small work teams, task forces, committees, and/or individuals, with delegated responsibility and with emphasis on brevity in meetings, where possible, in order that the focus of the group will be on accomplishing the task instead of maintaining a structure.

2. The Coordinator of each ministry may select Church members, and/or other interested individuals with complementary spiritual gifts, to serve as ministry team members, unless otherwise stated.

3. This Church is committed to accomplishing its goals through the ministry of its members. To accomplish these goals and to be more effective, the Church is determined to organize into “Teams” wherever possible. Ministry is best performed by a plurality. Ministry teams are the basic organizing units of the Church to accomplish its goals within the guidelines of our Mission Statement.

4. The Governance Board, with affirmation of the Church, shall set policy, whereas ministry teams are not policy-setting entities; rather, they are the “hands and feet” of the body of Christ. These teams devise and carry out the actions, to further Church ministries.

Article 10 OFFICERS

A. Officers:

The officers of this Church shall be the Lead Pastor, Church Moderator, Church Clerk, Church Treasurer, and the Chair of the Property Management Committee. Officers shall be Church members.

B. Lead Pastor & Other Staff

The Church shall have one Lead Pastor and any number of additional pastors and/or staff, as the congregation may approve.

1. Lead Pastor

(i) The Lead Pastor's duties shall be to ensure that the preaching and teaching of the Gospel, the conduct of services of worship and prayer, the administration of the ordinances, the pastoral care of members and adherents, and the general spiritual interest of the Church are well attended to. He/she shall be an ex-officio member of all Ministries. He/she will be called to pastoral oversight by not less than a 75% vote at a special business meeting. Either the Lead Pastor or the Church may terminate the pastoral relationship, by giving three months' notice, in writing, or by some mutual consent. The Lead Pastor shall be accountable to the Governance Board Team who shall create a ministry description for the Lead Pastor and conduct a thorough annual performance review of him/her. All other staff will serve under the supervision of the Lead Pastor.

(ii) Upon the resignation or dismissal of the Lead Pastor, four members of the Governance Board plus four members at large, appointed by the congregation, shall constitute the search committee tasked with recommending to the Church Membership a candidate to fill the position;

2. Other Staff

(i) Other staff, pastoral or otherwise, may be called from time to time as the need arises. Positions for other staff positions shall be created upon recommendation of the Governance Board and approved by a majority of the Church members at a duly called business meeting.

(ii) The Governance Board shall act as the search committee when seeking to fill these positions. The name(s) shall be referred to the congregation by the Governance Board, where a 2/3 vote of Church members, at a duly called business meeting, is required for the position(s) to be filled.

(iii) These staff may be dismissed from a position after a 2/3 vote of the Governance Board. This should only come in cases of severe moral failure or after repeated efforts by the Board to, in love, address issues of ministry performance and restore the staff member to the place where the member is able to adequately carry out his/her ministry responsibilities;

(iv) Other paid staff members shall work under the leadership of the Lead Pastor, as outlined in the ministry description set by the Lead Pastor and the Governance Board.

C. Moderator (Governance Board Chair)

The Moderator shall preside as chair at all business meetings of the congregation and shall be Chair of the Governance Board. The Moderator shall have such other duties as may be required by this Constitution, or as may be assigned by the Governance Board from time to time.

D. Clerk (Governance Board Secretary)

The Church Clerk shall act as Secretary of all Business Meetings of the Church and the Governance Board and shall perform such other duties as may be required by law, this constitution, or as may be assigned by the Governance Board.

- (i) The Church Clerk shall record the minutes of all business meetings;
- (ii) The Church Clerk shall receive and dispatch all letters of transfer of Church membership.
- (iii) The Church Clerk shall act as corresponding secretary of the Church.
- (iv) The Church Clerk shall keep or cause to be kept an accurate register of members;
- (v) The Church Clerk shall appoint someone to act at a particular meeting when the clerk will be absent (if the clerk or his appointee is not present, the meeting will elect a clerk).
- (vi) The Church Clerk shall report on the Church membership at each Annual Meeting.
- (vii) The Church Clerk shall deliver immediately to the successor all records, past and present. The Church Clerk may serve consecutive terms indefinitely, subject to affirmation annually by the Governance Board and the Congregation.

E. Treasurer

1. The Treasurer shall be nominated by the Board of Governance and shall be elected upon a 2/3 vote by the Church Membership at a duly called business meeting. The treasurer may serve consecutive terms indefinitely, subject to affirmation annually by the Governance Board and the Church Membership.
2. The Treasurer shall keep an accurate account of all receipts and expenditures, shall have charge of the funds of the Church, shall keep a bank account for the same and make payments only when authorized by the Church or Governance Board, except for regular budgeted expenses. The Treasurer shall present to the Church a weekly summary of giving, a financial report to all regular Governance Board meetings, and a yearend report to the Audit Committee in sufficient time for audit and approval at the Annual Business Meeting.

Article 11 MISCELLANEOUS

A. Changing the Constitution:

The Constitution may be changed or amended at any regularly called business meeting of the Church by a two-thirds vote of members present, provided notice of such proposed changes or amendments has been given from the pulpit at least two Sundays prior to the meeting. Proposed amendments shall be made available, in writing, two Sundays in advance of the meeting.

B. Church Licence to Minister:

A Church Licence to Minister is the first step in the process for persons desiring to enter the ordained ministry of the Church. The granting of the Church Licence to Minister represents both an affirmation and recommendation of the licensee to the congregation of Middleton Baptist Church and to the wider body of Christ. This being the case Middleton Baptist Church should exercise careful discernment and consideration before granting such a licence. It must carry out due diligence in ensuring that the church is confident of the candidates call to ordained ministry.

The following procedure will be followed when granting a Church Licence to Minister:

1. Middleton Baptist Church will agree to follow the requirements and guidelines contained within the REGULATIONS CONCERNING THE MINISTRY of the Canadian Baptists of Atlantic Canada *Section 2.1 - Church License to Minister for Persons Preparing for Ordained Ministry* (see Appendix C). This includes the requirements that:
 - (i) the candidate be a member of Middleton Baptist Church for at least one year;
 - (ii) they participate in an interview with our Governance Board which will include the candidate sharing of their conversion, call to ministry, understanding of Christian doctrine, their understanding of pastoral ministry, and substantial agreement with the Mission, Vision, and Doctrinal statements of Middleton Baptist Church; and that they give evidence of biblical knowledge and spiritual growth
 - (iii) they will have shown evidence of leadership potential by having previously served in various leadership roles at Middleton Baptist Church where there might be evidence of their ministry gifts displayed.
2. A Church Licence to Minister will be granted by the Middleton Baptist Church upon recommendation from the Governance Board and a 2/3 majority vote at a duly called meeting of the church membership.
3. A Church Licence to Ministry, once granted, can be renewed yearly by the Governance Board, upon the request of the licensee.

APPENDIX A

DOCTRINAL STATEMENT

As a Church, we attempt to adhere to Biblical standards and principles. The following is not an exhaustive statement, but includes the basic AGREED PRINCIPLES upon which the Convention of Atlantic Baptist Churches was formed.

THE SCRIPTURES.

The Holy Scriptures of the Old and New Testaments have their authority from God alone, and are given to us by divine inspiration. They are the only perfect, supreme, infallible and sufficient standard of faith and practice.

2 Tim 3:15-17; Psa 1:1-3; Matt 4:4; John 20:31; Heb 4:12; Psa 119:9, 45-47.

GOD.

There is one true and living God; He is an infinite Spirit; self-existent, omnipresent, omnipotent, good, wise, just and merciful. He is the creator, preserver and sovereign of the universe; He is inexpressibly glorious in holiness, and worthy of all honour, confidence and love. In the Godhead there are three persons in one - the Father, the Son and the Holy Spirit, who are equal in every divine perfection, and who execute distinct but harmonious offices in the great work of redemption.

Psa 103:19; Isa 6:3; Matt 3:16-17; 28:19; Mark 12:29; 2 Cor 13:14; Heb 1:3; James 1:17

JESUS CHRIST.

Jesus Christ, the Son of God, is the person of the Trinity who, by virtue of His sacrificial work, is the world's Redeemer and the Saviour of all who believe. He is at present the intercessor of all His people at the right hand of the Father, and is to be the Judge of all.

Luke 1:27,35; John 1:1,14; 3:16; 10:30; Acts 1:9,11; 10:42; 1 Cor 15:17, 20-23; 1 Tim 2:5; 2 Tim 4:1; Titus 2:13; Heb 1:3; Rev 11:15; 22:12-13

THE HOLY SPIRIT

The Holy Spirit is the third person of the Trinity, by whom all saving, comforting and sanctifying power is exerted upon human hearts.

John 3:7-8; 14:16-17; 15:26; 16:7-8,14; Acts 1:8; Rom 15:16

STATE AND FALL OF MAN

Man was created sinless. By his own disobedience he fell into sin. Through his fall into sin, an evil nature was transmitted to the whole race, revealing itself in actual transgression, and bringing all under the reign of condemnation and death.

Gen 1:27; Rom 3:11-23; 5:12; 2 Cor 4:3; Gal 3:22; Eph 2:1-3, 12

ATONEMENT

The perfect life, vicarious death and resurrection of Jesus Christ have removed the obstacles in the way of the Holy Spirit's regenerating power and of the Father's forgiving grace being extended to the sinner, and constitute for every believing soul an all-prevailing plea and sufficient ground for righteousness before God.

Acts 3:19; 4:12; 1 Cor 15:3; 1 Tim 2:6; Heb 9:26; 1 John 2:2

REGENERATION

In regeneration, a new life principle is begotten in the soul of man by the Holy Spirit through the word of truth, producing a disposition to joyful obedience to Christ and to holy conduct in life.

Acts 26:18; Rom 5:1; 6:13, 18-19,22; 2 Cor 5:17; Eph 2:1; Titus 3:5

REPENTANCE

In repentance, the sinner, having seen his sin, and being moved by the energy of the Holy Spirit, is led to grieve for and hate it as an offence against God, and apprehending the grace of our Lord Jesus Christ, he lovingly returns to God to walk in the way of His commandments.

John 16:7-11; Acts 3:19; 20:21; 26:20; 2 Cor 7:19; 1 John 1:9

FAITH

Faith is a conviction of the intellect that God will perform all that He has promised and an implicit trust of the heart in Christ as a personal Saviour. It includes a hearty concurrence of the will and the affections with the whole plan of salvation as revealed in the gospel, and is a condition of justification and of cleansing from the pollution of sin and of all subsequent gospel blessings.

John 20:31; Rom 1:16; 1 Cor 12:13; Eph 2:8

JUSTIFICATION

Justification is an act of God wherein He accepts as righteous the sinner, to whom is imputed the perfect righteousness of Christ, on the condition of faith alone.

Rom 3:24-26,28; 5:1; Gal 2:16; Titus 3:7

SANCTIFICATION

The Scriptures teach that sanctification is the process by which, according to the will of God, Christians are made partakers of His holiness; that it has its beginning in regeneration, and that it is carried on in the hearts of believers by the presence and power of the Holy Spirit, in the continual use of the appointed means - the Word of God, self-examination, self-denial, watchfulness and prayer.

Rom 6:13-14, 19; 12:1-2; 2 Cor 7:1; 1 Thess 4:3-7; 5:23-24; Titus 2:11-12; 3:5; Heb 12:14

DEATH, RESURRECTION and GENERAL JUDGMENT

At death, our bodies return to dust, our souls to God who gave them. The righteous being then perfected in happiness are received to dwell with God, awaiting the full redemption of their bodies. The wicked are cast into Hades reserved unto the judgment of the great day. There will be a general resurrection of the bodies of the just and of the unjust; the righteous in the likeness of Christ, but the wicked to shame and everlasting contempt. There will be a judgment of the living and the dead, of the just and unjust, on principles of righteousness, by our Lord Jesus Christ, at His second coming. The wicked will be condemned to eternal punishment, and the righteous received into the fullness of eternal life and joy.

Matt 25:31-46; John 3:16-18; 14:2-3; 1 Cor 15:12-57; 2 Thess 1:8-10; Rev 20:11-15; 22:1-5 20

APPENDIX B
CHURCH COVENANT

Having been led, as we believe, by the Spirit of God to receive the Lord Jesus Christ as our Saviour; and, on profession of our faith, having been baptized into the name of the Father, of the Son, and of the Holy Spirit, we do now, in the presence of God, most solemnly and joyfully enter into the Covenant with one another, as one Body of Christ.

We engage, therefore, by the aid of the Holy Spirit, to walk together in Christian love; to strive for the advancement of this Church in knowledge, holiness and godly living; to promote its prosperity and spirituality; to sustain its worship, ordinances, discipline and doctrines; to contribute cheerfully and regularly to the support of the ministry, the expenses of the Church, the relief of its poor, its works of love and faith and the spread of the Gospel through all nations.

We engage to maintain family and private devotions; to educate our children in the saving grace of Jesus Christ; to seek the salvation of our kindred and acquaintances; to walk circumspectly in the world; to be just in our dealings, faithful in our engagements, and exemplary in our deportment; to avoid all idle talk, backbiting, to be temperate in all things, and to be zealous in our efforts to advance the Kingdom of our Saviour.

We engage to watch over one another in brotherly love; to remember each other in prayer; to aid each other in sickness and distress; to cultivate Christian sympathy in feeling and courtesy in speech; to be slow to take offense, but always ready for reconciliation, and mindful of the rules of our Saviour, to seek it without delay.

We engage to not neglect the services of the Church, and will habitually observe secret prayer and the reading of the Scriptures, earnestly seeking therein the help of the Holy Spirit.

And we engage that when we remove from this place, we will, as soon as possible, unite with some other Church, where we can carry out the spirit of this Covenant and the principles of God's Word.

APPENDIX C
LICENCE TO MINISTER REGULATIONS

(Adapted from REGULATIONS CONCERNING THE MINISTRY of the Canadian Baptists of Atlantic Canada *Section 2.1 - Church License to Minister for Persons Preparing for Ordained Ministry*)

1. The first step on the part of persons desiring to enter the ordained ministry of the Church is to secure from that church of which they are a member a Church License to Minister.
2. The Church License to Minister is in effect both an affirmation and a recommendation. It is required that a person being considered:
 - (i) tell of their conversion, their call to ministry, their faith and life in Jesus Christ and their view of Christian doctrine with reference to the Bible and their understanding and substantial agreement with the 1905/06 Basis of Union, the foundational statement of agreed doctrine and church polity for the CABC
 - (ii) give evidence of biblical knowledge and spiritual growth;
 - (iii) have preached, taught and/or given leadership in the ministries of the church to determine their gifts for ministry;
 - (iv) demonstrate an ethical lifestyle appropriate to a pastoral leader, including family relationships;
 - (v) give an account of their ministries in the church, how they have related to people, and how they have honoured their commitments; and
 - (vi) articulate their understanding of pastoral ministry and basic Baptist beliefs.
3. A Church License to Minister should not be granted until the person has been a member of that church for at least one year.
4. A Church License to Minister must be renewed yearly. It remains valid as long as the church which grants it considers it valid, but may be rescinded by the church for just cause. It is the responsibility of the recipient to request a yearly endorsement by the church until such time as an Association License to Minister is granted.

APPENDIX D
GOVERNMENTAL STRUCTURE CHART

