



# MANUAL

## in Global English

History, Constitution,  
and Government

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2017-2021

NAZARENE PUBLISHING HOUSE

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NOTE TO THE READER: Some sections from the source *Manual* were not translated for this adaptation. Instead, the *Manual in Global English* translators focused on the sections that are directly controlled by the General Assembly as it guides the denomination. The following sections are not included here, but they may all be found in the official English version online at [nazarene.org/manual](http://nazarene.org/manual):

PART 8: SACRAMENTS AND RITUALS	
PART 9: NYI, NMI, SDMI	
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## FOREWORD

In 2017, the General Assembly authorized the creation of *The Manual of the Church of the Nazarene in Global English*. The editors and reviewers who created this adaptation of the *Manual* pray that this resource is helpful to Nazarenes around the world.

### IS THE MANUAL IN GLOBAL ENGLISH AN OFFICIAL VERSION?

No. The *Manual in Global English* is a simplified adaptation of the *Manual of the Church of the Nazarene*. The source *Manual* for the creation of the global English text is the *Manual of the Church of the Nazarene* (2017-2021), which is the official version. The General Assembly and the Board of General Superintendents authorized the creation of the *Manual in Global English*. However, the *Manual in Global English* is not a replacement for the official *Manual of the Church of the Nazarene*. The *Manual in Global English* can be used by Nazarenes with confidence, although it is not the official *Manual*. Likewise, it can be used as the basis for translation into other languages.

### WHAT IS GLOBAL ENGLISH?

Global English is a type of simplified English. The goal of writing this *Manual in Global English* is to incorporate language that is clearer and engaging to a global audience, especially to non-native speakers of English. It does not mean that this adaptation of the *Manual* is easy to read; it is easier to read. To accomplish this, the editors converted the language of the *Manual of the Church of the Nazarene* into Global English based on the following guidelines:

- Modern** English has over 200,000 words, but approximately 25% of those words are obsolete. The *Manual in Global English* attempts to use the 20,000 to 30,000 words that the average English speaker knows. In this *Manual*, editors replaced archaic words with modern usages.
- Literal** Unfortunately, global English sacrifices some of the beauty and artistry found in the original text. It replaces idiomatic phrases and expressions to avoid literal interpretation. For instance, a common English phrase is “to see the light.” The word “see” normally means someone uses their eyes

“to see” something. However, “to see the light” means “to understand something after doubting it.” Because the phrase has nothing to do with eyesight, it may cause confusion to some readers. Therefore, the *Manual in Global English* uses logical and literal terms as much as possible and eliminates idioms.

- Precise** Many English words have several different definitions. The *Manual in Global English* attempts to use the most common definitions of words. This means that the definitions of words will be the first, second, or third entries found in a dictionary.
- Glossed** At times, the *Manual in Global English* uses words that might be easily misunderstood. When this happens, those words or phrases are glossed by adding a dotted underline, like this. Glossed words are included in a section (“Glossary”) at the end of the book. The glossary will give the specific definition of a word or phrase as it is used in the *Manual in Global English*.
- Restricted** The *Manual in Global English* breaks long sentences into shorter ones. In the same way, it breaks long paragraphs into separate shorter ones.
- Logical** In the original text, it is common to see procedures listed out of order. For the *Manual in Global English*, the editors attempted to reorganize the text to follow the normal sequence of events. In the same way, some paragraphs have been merged to form new ones to improve the logical sequence of events.

## WHERE ARE THE ABBREVIATIONS?

The *Manual* has used abbreviations in the form of acronyms for the names of committees, departments, reports, and roles within the global Church of the Nazarene. For example, “Board of General Superintendents” becomes “BGS.” These acronyms may confuse many readers who are not already familiar with Nazarene structures. Therefore, the editorial team in charge of the *Manual in Global English* chose to use the following three acronyms:

- NMI** Nazarene Missions International  
**NYI** Nazarene Youth International  
**SDMI** Sunday School and Discipleship Ministries

## WHY IS THE OUTLINE SLIGHTLY DIFFERENT?

The *Manual* is updated after each General Assembly. The *Manual* editing committee adds, deletes, and changes pieces of the *Manual* as necessary. Over time, several different outline structures were implemented. In the *Manual in Global English*, the committee chose to use Arabic numerals (1, 2, 3, 4, etc.) instead of the Roman numerals (I, II, III, IV, etc.) found in the source *Manual*. It also attempts to make the divisions consistent using the following outline method:

- Parts**           The *Manual* is divided into 11 parts using Roman numerals. The *Manual in Global English* does not use Roman numerals, so they are numbered Part 1, Part 2, Part 3, etc.
- Chapters**      Parts are broken into numbered chapters: Chapter 1, Chapter 2, Chapter 3, etc.
- Sections**       Chapters are broken into alphabetized sections: A, B, C, etc.

## WHAT DO THE NUMBERS ON THE LEFT MEAN?

In 1923, the *Manual* added “paragraph numbers” to help readers find specific sections. Many times, a “paragraph” in the *Manual* is actually several, written paragraphs. In order to make the *Manual in Global English* easier to navigate, the editorial team identified each paragraph using the following system:

- Paragraph**       All paragraph numbers from the original *Manual* exist in the *Manual in Global English*. However, many times they are reordered or combined. Paragraphs from the original *Manual* are in thin, bold letters, like this: 1, 10, 100, 100.1, etc.
- Sub-paragraph**   If the original *Manual* had a paragraph that was not numbered, the *Manual in Global English* added a small letter to the left. The same is true if the editorial team divided each long paragraph into separate shorter paragraphs. Sub-paragraphs that are not from the original *Manual* are in italicized lowercase letters, like *this*<sup>a, b, c</sup> etc.
- Bullets**           Some paragraphs begin with a “bullet” symbol, like this •. These paragraphs also have a small letter added to the left. The bullets indicate an unordered list.
- Ordered lists**     Some sub-paragraphs have a sequence number (1, 2, 3, etc.), so they do not have the extra letter to the left.

These sequence numbers may or may not appear in the original *Manual*.

**Unnumbered** Some parts of the *Manual* are not numbered. For example, the references to other parts of the *Manual* that are on a line by themselves are not numbered. The two forewords are not numbered. The “Historical Statement” is unnumbered in the original *Manual*, but it is numbered in this adaptation. Also, the notes that are found in the *Manual* are not numbered. These are in small letters and indented. Usually, they are biblical references.

## **WHY ARE SOME SECTIONS MISSING?**

Some sections from the source *Manual* were not translated for this adaptation. Instead, the translation committee focused on the sections that are directly controlled by the General Assembly as it guides the denomination. The following sections are not included here, but they may all be found in the official English version online at [nazarene.org/manual](http://nazarene.org/manual):

PART 8: SACRAMENTS AND RITUALS

PART 9: NYI, NMI, SDMI

PART 11: APPENDIX 1, General officers

PART 11: APPENDIX 2, Administrative boards, councils, and educational institutions



# FOREWORD TO THE ORIGINAL VERSION OF THE MANUAL, 2017-2021

The *Statement of Mission* in the Church of the Nazarene is to make Christlike disciples in the nations.

The *Core Values* of the Church of the Nazarene are that we are Christian, Holiness, and Missional.

The *seven Characteristics* of the Church of the Nazarene are meaningful worship, theological coherence, passionate evangelism, intentional discipleship, church development, transformational leadership, and purposeful compassion.

“The primary objective of the Church of the Nazarene is to advance God’s Kingdom by the preservation and propagation of Christian holiness as set forth in Scriptures” (see paragraph 529.3).

The critical objectives of the Church of the Nazarene are “Christian fellowship, the conversion of sinners, and the entire sanctification of believers. Together, [Nazarenes] strengthen believers in the holiness, simplicity, and spiritual power seen in the New Testament Church, as well as preaching the gospel to everyone” (quoted section paraphrased, see paragraph 19).

The Church of the Nazarene exists as an instrument for advancing the kingdom of God through the preaching and teaching of the gospel throughout the world. Our well-defined commission is to preserve and propagate Christian holiness as taught in the Scripture. We do this through the conversion of sinners, the reclamation of backsliders, and the entire sanctification of believers.

Our objective is a spiritual one: to evangelize as a response to the Great Commission of our Lord when he said “go and make disciples of all nations” (Matthew 28:19; also see John 20:21; Mark 16:15). We believe that we can realize this goal through agreed-upon policies and procedures, which include doctrinal statements of faith and time-tested standards of morality and lifestyle.

This 2017-2021 edition of the *Manual of the Church of the Nazarene* includes the following:

- A brief historical statement of the church;

- The Church Constitution, which defines our Articles of Faith and our understanding of the church, the Covenant of Christian Character for holy living, and principles of organization and government;
- The Covenant of Christian Conduct, which addresses key issues of contemporary society; and
- Policies of church government dealing with the local, district, and general church organization.

The General Assembly is the supreme doctrine-formulating and law-making body of the Church of the Nazarene. This *Manual* includes the decisions and judgments of the delegates of the Twenty-ninth General Assembly, which met in Indianapolis (USA) from 25 through 29 June 2017. The *Manual* is, therefore, our authoritative guide for action. We expect our people everywhere to accept the doctrinal beliefs and instructions for holy living as outlined in the *Manual* for two reasons. First, it is the official statement of the faith and practice of the church. Second, it is consistent with the teachings of the Scripture. After formally taking the membership vows of the Church of the Nazarene, those who fail to follow the *Manual* damage the witness of the church. Also, such failure violates the church's conscience and harms the fellowship among Nazarenes.

The government of the Church of the Nazarene is distinctive. Its policies and governments are representative; they are neither purely episcopal nor wholly congregational. Laypersons and ministers have equal authority in debating and making decisions when elected to positions within the church, which results in a desirable and effective balance of power. This is an opportunity for participation and service in the church and an obligation on both laypersons and ministers.

It is important for people to be committed to a cause and have a clear purpose. However, if the people following agreed-upon practices and procedures are intelligent and informed, they will advance the Kingdom faster and enhance their witness for Christ. Therefore, it is the duty of our members to acquaint themselves with this *Manual*. It contains the history of the church along with the doctrinal beliefs and ethical practices for every Nazarene. Adherence to the requirements and warnings of the *Manual* will nurture loyalty and faithfulness both to God and to the church. It will increase the effectiveness and efficiency of our spiritual efforts.

The Bible is our supreme guide, and the Holy Spirit is our teacher. And with the *Manual* as our official agreed-upon statement of faith, practice, policies, and government, we look forward to the new quadrennium with joy and unswerving faith in Jesus Christ.



# PART 1

## HISTORICAL STATEMENT

*HS 1* The Church of the Nazarene believes that it is a branch of Christ's "one, holy, universal, and apostolic" church. We embrace the history of God's people as our own. The Old and New Testaments record this history, and it continues with God's people through the ages, in all expressions of Christ's church. Our denomination accepts the creeds of the first five Christian centuries as expressions of its own faith. We identify with the historic church in the following ways: preaching the Word, administering the sacraments, maintaining a ministry of apostolic faith and practice, and teaching the disciplines of Christlike living and service. Our denomination pays special attention to the biblical call to holy living and entire devotion to God. We proclaim this call through the theology of entire sanctification.

*HS 2* Our Christian heritage comes through the English Reformation (16<sup>th</sup> Century) and Wesleyan revival (18th-century). The leaders of the Wesleyan revival were John and Charles Wesley. Through their preaching, people across England, Scotland, Ireland, and Wales turned from sin and received power for Christian service. The revival had many characteristics, including preaching by laypersons, public testimonies, discipline, and meetings of small groups of earnest believers. The Wesleyan revivals had three theological landmarks:

1. Justification by grace through faith
2. Sanctification (also called Christian perfection) likewise by grace through faith
3. The witness of the Spirit to the assurance of grace

*HS 3* John Wesley's distinctive contributions included an emphasis on entire sanctification as God's gracious provision for the Christian life. This emphasis spread worldwide. In North America, the Methodist Episcopal Church was organized in

1784 “to reform the continent, and to spread scriptural holiness over these lands.”

<sup>HS 4</sup> A renewed emphasis on Christian holiness developed in the middle of the 19th century. Timothy Merritt of Boston, Massachusetts (USA), spurred interest as editor of the magazine *Guide to Christian Perfection*. Phoebe Palmer of New York City, New York (USA), led the “Tuesday Meeting for the Promotion of Holiness.” She became a sought-after speaker, author, and editor. In 1867, Methodist preachers J. A. Wood, John Inskip, and others organized the first in a long series of “holiness camp meetings” in Vineland, New Jersey (USA). These meetings renewed the Wesleyan quest for holiness around the world.

<sup>HS 5</sup> Many groups emphasized Christian holiness during this time, including Wesleyan Methodists, Free Methodists, the Salvation Army, and some Mennonites, Brethren, and Quakers. Evangelists carried this movement to Germany, the United Kingdom, Scandinavia, India, and Australia. New holiness churches arose during this time, including the Church of God (Anderson, Indiana, USA). Holiness churches, urban missions, and missionary associations grew from this endeavor. The Church of the Nazarene was born from the impulse to unite many of these into one holiness church.

## **UNITY IN HOLINESS**

<sup>HS 6</sup> Fred Hillery organized the People’s Evangelical Church in Providence, Rhode Island (USA) in 1887. The Mission Church in Lynn, Massachusetts (USA) followed in 1888. In 1890, they and eight other New England congregations formed the Central Evangelical Holiness Association. Anna S. Hanscome was ordained in 1892, the first ordained female minister in the Nazarene lineage. In 1894-1895, William Howard Hoople organized three holiness congregations in Brooklyn, New York (USA), which formed the Association of Pentecostal Churches of America. “Pentecostal” was a synonym for “Holiness” to these and other Nazarene founders. Hillery and Hoople’s groups merged in 1896. Together they established work in India (1899) and Cape Verde (1901). Hiram Reynolds organized

congregations in Canada (1902). By 1907, the group reached from Nova Scotia (Canada) to Iowa (USA).

- HS 7* Robert Lee Harris organized the New Testament Church of Christ in Milan, Tennessee (USA), in 1894. Mary Lee Cagle, his widow, spread it into Texas (USA) in 1895. C. B. Jernigan organized the first Independent Holiness Church in Van Alstyne, Texas (USA), in 1901. These churches merged at Rising Star, Texas (USA), in 1904, forming the Holiness Church of Christ. By 1908, it stretched from Georgia (USA) to New Mexico (USA). The church ministered to outcasts and the needy, supporting orphans and unwed mothers. It had workers in India and Japan.
- HS 8* Phineas F. Bresee and Joseph P. Widney, with about 100 others, organized the Church of the Nazarene in Los Angeles (USA) in 1895. They believed that Christians sanctified by faith should follow Christ's example and preach the gospel to the poor. They believed that their time and money should be given to Christlike ministries for the salvation of souls and helping the needy. The Church of the Nazarene spread chiefly along America's west coast. However, it had some congregations as far east as Illinois (USA). They supported an indigenous mission in Calcutta (India).
- HS 9* In October 1907, the Association of Pentecostal Churches of America and the Church of the Nazarene met together in Chicago (USA), to fashion a church government that balanced superintendency with congregational rights. Their goal was that superintendents would foster and care for established churches, organize new churches, and encourage the churches. However, the superintendents should not interfere with the independent actions of an organized church. Delegates from the Holiness Church of Christ participated in the meetings. The First General Assembly chose a name with words from both organizations: Pentecostal Church of the Nazarene. Bresee and Reynolds were the first general superintendents.
- HS 10* In September 1908, the Pennsylvania Conference of the Holiness Christian Church, under H. G. Trumbaur, united with the Pentecostal Church of the Nazarene.

- HS 11* In October, the Second General Assembly convened at Pilot Point, Texas (USA). The meeting included the General Council of the Holiness Church of Christ. On Tuesday morning, 13 October 1908, R. B. Mitchum proposed, with a second from C. W. Ruth, "That the union of the two churches be now consummated." Bresee exerted continual effort toward this outcome, and at 10:40 A.M., amid great enthusiasm, the assembly voted to adopt the proposal.
- HS 12* Led by J. O. McClurkan, the Pentecostal Mission formed in Nashville, Tennessee (USA), in 1898. It united holiness people from Tennessee and adjacent states in the USA. They sent pastors and teachers to Cuba, Guatemala, Mexico, and India. In 1906, Parkhead Congregational Church in Glasgow (Scotland) ejected George Sharpe for preaching the Wesleyan doctrine of Christian holiness. Afterwards, the Parkhead Pentecostal Church began, and other congregations were organized. In 1909 these churches founded the Pentecostal Church of Scotland. The Pentecostal Mission and Pentecostal Church of Scotland united with the Pentecostal Church of the Nazarene in 1915.
- HS 13* The Fifth General Assembly (1919) changed the denomination's official name to Church of the Nazarene because the word "Pentecostal" had new meanings.

## **A GLOBAL CHURCH**

- HS 14* The Church of the Nazarene's essential character was shaped by the parent churches that united by 1915. There was an international dimension to this character. The denomination supported organized churches in the United States of America, India, Cape Verde, Cuba, Canada, Mexico, Guatemala, Japan, Argentina, the United Kingdom, Swaziland, China, and Peru. By 1930, it reached into South Africa, Syria, Palestine, Mozambique, Barbados, and Trinidad. Leaders from many nations were essential to this process, like district superintendents V. G. Santin (Mexico), Hiroshi Kitagawa (Japan), and Samuel Bhujbal (India). This international character was reinforced as additional churches and organizations joined with the Church of the Nazarene.



- <sup>HS 15</sup> In 1922, in the western United States, J. G. Morrison led many workers of the Layman's Holiness Association and over 1,000 members into the church. Robert Chung led a network of Korean pastors and congregations into the Church of the Nazarene in the 1930s. Churches in Australia under A. A. E. Berg united in 1945. Alfredo del Rosso led Italian churches into the denomination in 1948. The Hephzibah Faith Missionary Association's South African work and its center in Tabor, Iowa (USA), united with the Church of the Nazarene in 1950.
- <sup>HS 16</sup> The International Holiness Mission, founded in London (England) by David Thomas in 1907, developed extensive work in southern Africa under David Jones. In 1952, its churches in England under J. B. Maclagan and work in Africa united with the Nazarenes. Maynard James and Jack Ford formed the Calvary Holiness Church in Britain in 1934 and united with the Nazarenes in 1955. In 1918, the Gospel Workers Church, organized by Frank Goff in Ontario (Canada), joined the Church of the Nazarene in 1958. Nigerians formed an indigenous Church of the Nazarene in the 1940s and, under Jeremiah U. Ekaidem, united with the international body in 1988.
- <sup>HS 17</sup> Nazarenes consciously developed a model of church that differs from most Protestant denominations. In 1976, a commission examined the denomination's future shape. Reporting in 1980, it recommended a philosophy of "internationalization" based on two principles. First, it recognized that Nazarene churches and districts globally constituted a "worldwide fellowship of believers in which there exists full acceptance within their cultural contexts." Second, it identified a common commitment to "the distinctive mission of the Church of the Nazarene... to spread scriptural holiness...[as] the key element in a core of non-negotiables which represent the Nazarene identity."
- <sup>HS 18</sup> The 1980 General Assembly embraced "international theological uniformity" around the Articles of Faith, affirmed the importance of theological training for all ministers, and called for adequate support of institutions of theological education in each world area. It summoned Nazarenes toward maturity as an international community within a single

framework. Within this framework, the colonial mentality that evaluated peoples and nations in terms of “strong and weak, donor and recipient” gave way to “one that assumes an entirely new way of looking at the world: one recognizing the strengths and equality of all partners.”

*HS 19* The Church of the Nazarene has a unique growth pattern among Protestants. By 1998, half of Nazarenes no longer lived in the United States of America and Canada, and 41% of delegates at the 2001 General Assembly spoke English as their second language or did not speak it at all. An African, Eugénio Duarte of Cape Verde, was elected one of the church’s general superintendents in 2009. In 2013, a Central American, Gustavo Crocker of Guatemala, was elected general superintendent. In 2017, another African, Filimão Chambo, a native of Mozambique, was elected general superintendent, and, for the first time, half the members of the Board of General Superintendents were individuals born and raised outside North America.

*HS 20* By 2017, the church had 2.5 million members in 471 districts and over 160 world areas. Nearly 28% of Nazarenes were Africans, 29% lived in Latin America and the Caribbean, while about one-fourth lived in the United States of America and Canada. The church’s established European districts assisted efforts in Eastern Europe, and the church in Asia moved outside traditional bases in Korea, Japan, and India, and into Southeast Asia, among other places. By 2017, the three largest Nazarene districts were in Asia and Africa, and the three largest congregations in worship attendance were in South America and the Caribbean.

## **DISTINCTIVE CHARACTERISTICS OF INTERNATIONAL MINISTRY**

*HS 21* Historically and strategically, Nazarene ministries centered around evangelism, social ministry, and education. They continue to flourish through the cooperation of cross-cultural missionaries and thousands of ministers and lay workers who have indigenized Wesleyan principles within their cultures.

- <sup>HS 22</sup> **Evangelization.** Hiram F. Reynolds was a strategic personality in establishing Nazarene cross-cultural ministries. During a quarter-century as general superintendent, he persistently raised missions to a denominational priority. Since 1915, Nazarene Missions International (originally known as the Women's Missionary Society) has raised funds and promoted mission education in congregations around the world. Home missions were a central part of North American evangelization, while national missionaries John Diaz (Cape Verde), Santos Elizondo (Mexico), Samuel Krikorian (Palestine), J. I. Nagamatsu (Japan), and Robert Chung (Korea) were pioneer leaders. The Mid-Century Crusade for Souls directed new energies toward world evangelization after World War II. Home missions expanded in North America. New fields opened on other continents. Urban evangelism compelled the church to rediscover the city as a primary locus of ministry in the 1970s. New types of urban ministry developed, and the church undertook an international "Thrust to the Cities" emphasis in the 1980s. The church entered Eastern Europe in the 1990s. Nazarenes participated in the East African Revival. They continue to serve in nations as diverse as Bangladesh. On 24 March 2010, 193 elders were ordained to the ministry in a single service in Bangladesh—a remarkable event in Christian history.
- <sup>HS 23</sup> **Compassion.** Early Nazarenes witnessed to God's grace by supporting famine relief in India. There, the Nazarenes established orphanages, maternity homes for unwed women, and urban ministries to addicts and the homeless. In the 1920s, the church's social ministry priorities shifted to medical needs. It built hospitals in China and Swaziland, and later in India and Papua New Guinea. Nazarene medical professionals cared for the sick, performed surgeries, trained nurses, and sponsored mobile field clinics among some of the world's poorest people. The Nazarenes established specialized clinics, such as a leprosy clinic in Africa. The creation of Nazarene Compassionate Ministries (known as NCM) in the 1980s permitted a wider range of social ministries that have endured to today. NCM continues to promote child sponsor-

ship, disaster relief, AIDS education, orphan support, water projects, and food distribution.

<sup>HS 24</sup> **Education.** Nazarene Sunday schools and Bible studies have always been part of congregational life. They play significant roles in forming Christlike disciples. However, the church also invested in basic education and literacy since the early years. For example, the Hope School for Girls was founded in 1905 in Calcutta. Nazarene schools prepare people around the world for fuller participation in social, economic, and religious life. Most early Nazarene universities in the United States of America also ran elementary schools and high schools. The Nazarene founders invested significantly in higher education. They believed it was essential for training pastors and other Christian workers and for shaping the laity. The International Board of Education lists 53 Nazarene institutions of higher education around the world, including liberal arts universities in Africa, Canada, Korea, Swaziland, Trinidad, and the United States of America, 30 Bible colleges and institutes, schools of nursing in India and Papua New Guinea, and graduate schools of theology in Australia, Costa Rica, England, the Philippines, and the United States of America.

<sup>HS 25</sup> Over time, the Church of the Nazarene transformed from a church with a global presence to a global community of believers. Grounded in the Wesleyan tradition, Nazarenes understand themselves to be a people who are “Christian, holiness, and missional,” and embrace as their mission statement: “To make Christlike disciples in the nations.”

## PART 2

# THE CHURCH CONSTITUTION

### A. Preamble to the constitution

<sup>cc 1</sup> We, the ministers and lay members of the Church of the Nazarene, establish this constitution as the fundamental law of the church. We do so to preserve our God-given heritage, especially the doctrine and experience of entire sanctification as a second work of grace. Likewise, we desire to cooperate with the other branches of the Church of Jesus Christ to advance the kingdom of God. This constitution includes the “Articles of Faith,” the “Covenant of Christian Character,” and the “Articles of Organization and Government.”

### B. The Articles of Faith

<sup>cc 2</sup> NOTE: The 1976 General Assembly inserted Scripture references after each of the articles of faith as support. They are not part of the constitutional text.

#### ARTICLE 1: THE TRINITY

1 We believe in one God who is eternal and without limits. He is the creator and the ruler of the universe. God sustains all things. God is holy in his nature, attributes, and purpose. God is holy light and holy love. God is one being whose nature is triune. God is revealed to us as Father, Son, and Holy Spirit: the Trinity.

<sup>o</sup> Genesis 1; Leviticus 19:2; Deuteronomy 6:4-5; Isaiah 5:16; 6:1-7; 40:18-31; Matthew 3:16-17; 28:19-20; John 14:6-27; 1 Corinthians 8:6; 2 Corinthians 13:14; Galatians 4:4-6; Ephesians 2:13-18; 1 John 1:5; 4:8

#### ARTICLE 2: JESUS CHRIST

2 We believe in Jesus Christ, the second person of the Trinity, who has always been one with the Father. He became incarnate by the Holy Spirit and was born of the Virgin Mary. He

is not a man who became a god, nor is he a god who simply appeared to be a man. Instead, he is fully God and fully human: two whole natures combined into one, the God-man.

- We believe that Jesus Christ died for our sins. He was resurrected from the dead and took again his body with all things related to the perfection of humanity. He ascended into heaven, where he now intercedes for us.

- b Matthew 1:20-25; 16:15-16; Luke 1:26-35; John 1:1-18; Acts 2:22-36; Romans 8:3, 32-34; Galatians 4:4-5; Philippians 2:5-11; Colossians 1:12-22; 1 Timothy 6:14-16; Hebrews 1:1-5; 7:22-28; 9:24-28; 1 John 1:1-3; 4:2-3, 15

### ARTICLE 3: THE HOLY SPIRIT

- 3 We believe in the Holy Spirit, the third person of the Trinity, who continually works in the Church of Christ and through it. The Holy Spirit convinces the world of sin, and he gives new life to those who repent and believe. The Holy Spirit sanctifies believers. The Holy Spirit guides believers into all truth as revealed in Jesus Christ.

- John 7:39; 14:15-18, 26; 16:7-15; Acts 2:33; 15:8-9; Romans 8:1-27; Galatians 3:1-14; 4:6; Ephesians 3:14-21; 1 Thessalonians 4:7-8; 2 Thessalonians 2:13; 1 Peter 1:2; 1 John 3:24; 4:13

### ARTICLE 4: THE BIBLE

- 4 We believe that the Bible is fully and divinely inspired. The entirety of the sixty-six books of the Old and the New Testaments reveals without error all that we need to know for our salvation. All articles of faith must be based on this understanding of the Bible.

- Luke 24:44-47; John 10:35; 1 Corinthians 15:3-4; 2 Timothy 3:15-17; 1 Peter 1:10-12; 2 Peter 1:20-21

### ARTICLE 5: SIN

- 5 We believe that sin came into the world when our first parents, Adam and Eve, disobeyed God. Their sin brought death into creation. We believe that there are two kinds of sin: original sin and personal sin.

- 5.1 We believe that all people are born with a corrupted nature, called original sin or depravity. This nature separates us from original righteousness, which is the pure state of our first parents at the time that God created them. We are spiritual-

ly dead and live continually inclined to evil. We believe that original sin remains within the heart of the Christian until it is fully cleansed by the baptism with the Holy Spirit.

5.2 Original sin is different from personal sin. Original sin is an inherited inclination that drives us to commit sinful acts. People are not judged guilty for original sin until they either neglect or reject God's remedy for it.

5.3 Personal sin, also called actual sin, is the act of intentionally breaking a known law of God by persons who are capable of understanding their actions. Such sins should not be confused with involuntary and inescapable limitations that are the residual results of the Fall. Sins are not the same as mistakes, failures, faults, or other involuntary actions that do not conform to a standard of perfect conduct. However, these limitations are not the same as sins of the spirit. Sins of the spirit include attitudes and actions that are contrary to the Spirit of Christ. Personal sin is primarily and essentially the breaking of the law of love, which may be defined as unbelief in Jesus Christ.

° *Original sin:* Genesis 3; 6:5; Job 15:14; Psalm 51:5; Jeremiah 17:9-10; Mark 7:21-23; Romans 1:18-25; 5:12-14; 7:1-8:9; 1 Corinthians 3:1-4; Galatians 5:16-25; 1 John 1:7-8 *Personal sin:* Matthew 22:36-40 (with 1 John 3:4); John 8:34-36; 16:8-9; Romans 3:23; 6:15-23; 8:18-24; 14:23; 1 John 1:9-2:4; 3:7-10

## ARTICLE 6: THE ATONEMENT

6 We believe that Jesus Christ suffered, bled, and died on the cross to bring God and human beings into a right relationship. These acts are called the atonement. It provides the remedy for all human sin, and it is the only basis of salvation. Jesus Christ died for all people. The grace of God provides salvation for children prior to the age of accountability and for those who are incapable of making decisions for themselves. All others must repent and believe to be saved.

° Isaiah 53:5-6, 11; Mark 10:45; Luke 24:46-48; John 1:29; 3:14-17; Acts 4:10-12; Romans 3:21-26; 4:17-25; 5:6-21; 1 Corinthians 6:20; 2 Corinthians 5:14-21; Galatians 1:3-4; 3:13-14; Colossians 1:19-23; 1 Timothy 2:3-6; Titus 2:11-14; Hebrews 2:9; 9:11-14; 13:12; 1 Peter 1:18-21; 2:19-25; 1 John 2:1-2

## ARTICLE 7: PREVENIENT GRACE

- 7 We believe that the grace of God, through Jesus Christ, is free and given to all people. It empowers them to choose to turn from sin to righteousness, to believe on Jesus Christ for pardon, and to receive cleansing from sin. The grace of God empowers people to live in ways that are pleasing and acceptable to God.
- We believe that humanity was created in the image of God, which included the ability to choose between good and evil. This is known as moral responsibility. Because of the sin of Adam and Eve, all people are born with a corrupt nature. By their own natural strength, they cannot turn to faith and call upon God, and they cannot do good works to save themselves.
  - <sup>b</sup> *Godlikeness and moral responsibility:* Genesis 1:26-27; 2:16-17; Deuteronomy 28:1-2; 30:19; Joshua 24:15; Psalm 8:3-5; Isaiah 1:8-10; Jeremiah 31:29-30; Ezekiel 18:1-4; Micah 6:8; Romans 1:19-20; 2:1-16; 14:7-12; Galatians 6:7-8. *Natural inability:* Job 14:4; 15:14; Psalms 14:1-4; 51:5; John 3:6a; Romans 3:10-12; 5:12-14, 20a; 7:14-25. *Free grace and works of faith:* Ezekiel 18:25-26; John 1:12-13; 3:6b; Acts 5:31; Romans 5:6-8, 18; 6:15-16, 23; 10:6-8; 11:22; 1 Corinthians 2:9-14; 10:1-12; 2 Corinthians 5:18-19; Galatians 5:6; Ephesians 2:8-10; Philippians 2:12-13; Colossians 1:21-23; 2 Timothy 4:10a; Titus 2:11-14; Hebrews 2:1-3; 3:12-15; 6:4-6; 10:26-31; James 2:18-22; 2 Peter 1:10-11; 2:20-22.

## ARTICLE 8: REPENTANCE

- 8 We believe that the Holy Spirit graciously gives a penitent heart and the hope of mercy to all who will repent. Thus, those who repent are able to believe and receive pardon and spiritual life. Salvation requires repentance, which is a sincere and thorough change of mind about sin. Repentance involves a sense of personal guilt and voluntarily turning away from sin. It is required because we all, through our actions or our intentions, became sinners against God.
- We believe that it is possible for someone to return to sin and reject the faith. Those who return to sin will be hopelessly and eternally lost unless they repent of their sins. However, we believe that those who are born again need not return to sin. Instead, they may continue to live, without interruption, in fellowship with God because of the power of the Holy



Spirit who lives in them. The Holy Spirit witnesses to our spirits that we are children of God.

- <sup>b</sup> 2 Chronicles 7:14; Psalms 32:5-6; 51:1-17; Isaiah 55:6-7; Jeremiah 3:12-14; Ezekiel 18:30-32; 33:14-16; Mark 1:14-15; Luke 3:1-14; 13:1-5; 18:9-14; Acts 2:38; 3:19; 5:31; 17:30-31; 26:16-18; Romans 2:4; 2 Corinthians 7:8-11; 1 Thessalonians 1:9; 2 Peter 3:9

## ARTICLE 9: JUSTIFICATION, REGENERATION, AND ADOPTION

**9 Justification.** We believe that all who believe in Jesus Christ and receive him as Lord and Savior are justified. This means that God fully and freely pardons their guilt and releases them from the penalty of their sins. He accepts them as righteous.

**9.1 Regeneration.** We believe that God freely regenerates all those who repent and believe in Jesus Christ as Lord and Savior. He provides them with a new spiritual life and a new moral nature, which is capable of faith, love, and obedience to God. This is called the new birth.

**9.2 Adoption.** We believe that God, who freely justifies and regenerates new believers, adopts them as children into the family of God.

**9.3** Justification, regeneration, and adoption happen at the same moment upon a person's repentance and faith in Christ. The Holy Spirit witnesses to us that God has accomplished these acts of grace.

- <sup>o</sup> Isaiah 6:7; Luke 18:14; John 1:12-13; 3:3-8; 5:24; Acts 13:39; Romans 1:17; 3:21-26, 28; 4:5-9, 17-25; 5:1, 16-19; 6:4; 7:6; 8:1, 15-17; 1 Corinthians 1:30; 6:11; 2 Corinthians 5:17-21; Galatians 2:16-21; 3:1-14, 26; 4:4-7; Ephesians 1:6-7; 2:1, 4-5; Philippians 3:3-9; Colossians 2:13; Titus 3:4-7; 1 Peter 1:23; 1 John 1:9; 3:1-2, 9; 4:7; 5:1, 9-13, 18

## ARTICLE 10: CHRISTIAN HOLINESS AND ENTIRE SANCTIFICATION

**10 Sanctification.** We believe that sanctification is the work of God that transforms believers into the likeness of Jesus Christ. God's grace accomplishes this work through the Holy Spirit. Sanctification starts with regeneration, which happens at the same time as justification. It is also called

initial sanctification. It continues through entire sanctification and the ongoing work of the Holy Spirit as he perfects believers, transforming them into Christlikeness. It results in glorification, at which time they are fully conformed to the image of the Son.

- ° **Entire sanctification.** We believe that after regeneration there is an additional work of God by which believers are freed from original sin, which is also called depravity. Believers enter into a state of entire devotion to God and holy obedience that is perfected love.
- b Entire sanctification is the result of the baptism with the Holy Spirit, which is also called the infilling of the Holy Spirit. It includes the cleansing of the heart from sin and the abiding presence of the Holy Spirit. He empowers the believer to live for Jesus Christ and to serve him.
- c Entire sanctification is possible because of Jesus Christ's sacrifice. It happens instantaneously by grace through faith. It is preceded by the total commitment of a believer to God, which is called entire consecration. The Holy Spirit witnesses to us that he has accomplished this.
- d This experience is known by various terms that represent its different phases: "Christian perfection," "perfect love," "heart unity," "the baptism with the Holy Spirit," "the infilling of the Holy Spirit," "the fullness of the blessing," and "Christian holiness."

**10.1** We believe there is a clear distinction between a pure heart and a mature character. A pure heart happens in an instant as a result of entire sanctification. A mature character happens over time through the process of growing in grace.

- ° We believe that the person who is entirely sanctified has a godly desire to grow in grace as a Christlike disciple. This growth is not automatic. It must be consciously nurtured through spiritual development and improvement in order to develop a Christlike character and personality. Those who do not intentionally nurture their spiritual growth will damage their witness. They may frustrate God's grace and eventually lose it.

- <sup>b</sup> By participating in the means of grace, believers grow in grace and in wholehearted love of God and neighbor. These means of grace include especially fellowship, the spiritual disciplines, and the sacraments of the Church.
- <sup>c</sup> Jeremiah 31:31-34; Ezekiel 36:25-27; Malachi 3:2-3; Matthew 3:11-12; Luke 3:16-17; John 7:37-39; 14:15-23; 17:6-20; Acts 1:5; 2:1-4; 15:8-9; Romans 6:11-13, 19; 8:1-4, 8-14; 12:1-2; 2 Corinthians 6:14-7:1; Galatians 2:20; 5:16-25; Ephesians 3:14-21; 5:17-18, 25-27; Philippians 3:10-15; Colossians 3:1-17; 1 Thessalonians 5:23-24; Hebrews 4:9-11; 10:10-17; 12:1-2; 13:12; 1 John 1:7, 9

## ARTICLE 11: THE CHURCH

- 11 We believe in the Church, which is the community that confesses Jesus Christ as Lord. It is the people of God's covenant who are made new in Christ. The Church is the body of Christ called together by the Holy Spirit through the Word.
- <sup>a</sup> God calls the Church to be a visible expression of the unity and the fellowship of the Spirit. The Church demonstrates this unity as believers obey Christ and live holy lives. Believers are mutually accountable to one another. This unity is visible in worship through the preaching of the Word, by participating in the sacraments, and by ministry in the name of Jesus Christ.
- <sup>b</sup> The mission of the Church is to share the work of Christ as he redeems and reconciles the world in the power of the Spirit. The Church fulfills its mission by making disciples. We do this through evangelizing, educating, showing compassion, working for justice, and proclaiming the kingdom of God.
- <sup>c</sup> The Church exists both as local congregations and as a universal community. The Church expresses its life and worship in different ways in different cultures. The Church recognizes that God calls some people to various ministries and places them in positions to fulfil their calling. The Church lives under God's rule as it waits for the coming of our Lord Jesus Christ.
- <sup>d</sup> Exodus 19:3; Jeremiah 31:33; Matthew 8:11; 10:7; 16:13-19, 24; 18:15-20; 28:19-20; John 17:14-26; 20:21-23; Acts 1:7-8; 2:32-47; 6:1-2; 13:1; 14:23; Romans 2:28-29; 4:16; 10:9-15; 11:13-32; 12:1-8; 15:1-3; 1 Corinthians 3:5-9; 7:17; 11:1, 17-33; 12:3, 12-31; 14:26-40; 2 Corinthians 5:11-6:1; Galatians 5:6, 13-14; 6:1-5, 15; Ephesians 4:1-17; 5:25-27; Philippians 2:1-16; 1 Thes-

salonians 4:1-12; 1 Timothy 4:13; Hebrews 10:19-25; 1 Peter 1:1-2, 13; 2:4-12, 21; 4:1-2, 10-11; 1 John 4:17; Jude 24; Revelation 5:9-10

## ARTICLE 12: BAPTISM

12 We believe that Christian baptism is a sacrament commanded by our Lord. It signifies that a person has accepted the benefits of the atonement and has become a part of the body of Christ. It is a means of grace that proclaims the believer's faith in Jesus Christ as Savior. Baptism demonstrates a believer's desire to follow Jesus Christ in obedience, holiness, and righteousness.

<sup>a</sup> Young children and the morally innocent are participants in the new covenant. Therefore, they may be baptized at the request of their parents or guardians. The church pledges to provide Christian training. A person may be baptized by sprinkling, pouring, or immersion.

<sup>b</sup> Matthew 3:1-7; 28:16-20; Acts 2:37-41; 8:35-39; 10:44-48; 16:29-34; 19:1-6; Romans 6:3-4; Galatians 3:26-28; Colossians 2:12; 1 Peter 3:18-22

## ARTICLE 13: THE LORD'S SUPPER

13 We believe that the Lord's Supper is a sacrament that Jesus Christ established. It proclaims his life, suffering, sacrificial death, resurrection, and the hope of his coming again. It is a means of grace in which Christ is present by the Spirit. All are invited to participate by faith in Christ and to be renewed in life, in salvation, and in unity as the Church. All should come respectfully, appreciating its significance. By participating in this sacrament, we testify to the Lord's death until he comes again. Those who have faith in Christ and who love the people of God are invited to participate as often as possible.

<sup>a</sup> Exodus 12:1-14; Matthew 26:26-29; Mark 14:22-25; Luke 22:17-20; John 6:28-58; 1 Corinthians 10:14-21; 11:23-32

## ARTICLE 14: DIVINE HEALING

14 We believe in the biblical doctrine of divine healing. We encourage our people to pray in faith for the healing of the sick. We also believe that God heals through the means of medical science.

- ° 2 Kings 5:1-19; Psalm 103:1-5; Matthew 4:23-24; 9:18-35; John 4:46-54; Acts 5:12-16; 9:32-42; 14:8-15; 1 Corinthians 12:4-11; 2 Corinthians 12:7-10; James 5:13-16

## ARTICLE 15: THE SECOND COMING OF CHRIST

**15** We believe that the Lord Jesus Christ will come to earth again. Those believers who have died will be resurrected and will rise to be with him. We who are alive and abiding in Jesus Christ will be carried away with the risen ones to meet the Lord in the air. From then on, we will always be with the Lord.

- ° Matthew 25:31-46; John 14:1-3; Acts 1:9-11; Philippians 3:20-21; 1 Thessalonians 4:13-18; Titus 2:11-14; Hebrews 9:26-28; 2 Peter 3:3-15; Revelation 1:7-8; 22:7-20

## ARTICLE 16: RESURRECTION, JUDGMENT, AND DESTINY

**16** We believe in the resurrection of the dead. That is to say, the bodies of both the just and the unjust will be raised to life and united with their spirits. “Those who have done what is good will rise to live, and those who have done what is evil will rise to be condemned.”

**16.1** We believe in a future judgment in which every person will appear before God to be judged according to his or her deeds in this life.

**16.2** We believe that those who are saved by faith in Jesus Christ and who obediently follow him are assured of a glorious and everlasting life. Those who refuse to repent will suffer eternally in hell.

- ° Genesis 18:25; 1 Samuel 2:10; Psalm 50:6; Isaiah 26:19; Daniel 12:2-3; Matthew 25:31-46; Mark 9:43-48; Luke 16:19-31; 20:27-38; John 3:16-18; 5:25-29; 11:21-27; Acts 17:30-31; Romans 2:1-16; 14:7-12; 1 Corinthians 15:12-58; 2 Corinthians 5:10; 2 Thessalonians 1:5-10; Revelation 20:11-15; 22:1-15

## C. The Church

### ARTICLE 1: THE GENERAL CHURCH

**17** The Church of God is composed of everyone who is born again, whose names are written in heaven.

## ARTICLE 2: CHRISTIAN CHURCHES

- 18 As God allows and the Holy Spirit guides, various Christian churches are created. They are composed of believers who associate together for fellowship and ministry.

## ARTICLE 3: THE CHURCH OF THE NAZARENE

- 19 The Church of the Nazarene is composed of people who voluntarily associate together according to its doctrine and government. They seek Christian fellowship, the conversion of sinners, and the entire sanctification of believers. Together, they strengthen believers in the holiness, simplicity, and spiritual power seen in the New Testament Church, as well as preaching the gospel to everyone.

## ARTICLE 4: AGREED STATEMENT OF BELIEF

- 20 The right and privilege of becoming a member of the Church of the Nazarene require that the person is born again. Therefore, we require only those affirmations of belief that are essential to Christian experience. A prospective member's agreement with the following, brief statements will be sufficient:
- 20.1 We believe in one God—the Father, the Son, and the Holy Spirit.
- 20.2 We believe that the Old and New Testament Scriptures—fully inspired by God—contain all truth necessary to faith and Christian living.
- 20.3 We believe that human beings are born with a fallen nature and are, therefore, continually inclined to evil.
- 20.4 We believe that those who do not repent before their death are hopelessly and eternally lost.
- 20.5 We believe that the atonement through Jesus Christ is for the whole human race. Whoever repents and believes on the Lord Jesus Christ is justified, regenerated, and saved from the domination of sin.
- 20.6 We believe that believers should be entirely sanctified through faith in the Lord Jesus Christ. This experience comes after regeneration.

20.7 We believe that the Holy Spirit witnesses to the new birth and to the entire sanctification of believers.

20.8 We believe that our Lord will return, the dead will be raised, and the final judgment will take place.

## ARTICLE 5. THE COVENANT OF CHRISTIAN CHARACTER

21 Those who are saved from their sins and seek wholeness in Jesus Christ are the visible Church. Identification with the Church is both a blessed privilege and a sacred duty. Those who desire to unite with the Church of the Nazarene—to walk in fellowship with us—must show evidence of salvation. They should be clean from inward sin or earnestly desire to be so. This is seen in a godly walk and a vigorous devotion to God. They will show their commitment to God in the following ways.

21.1 First, those who would be Nazarenes will follow the teachings of the Word of God. This is our rule of faith and practice. It includes the following:

- <sup>a</sup> • They will love God with all the heart, soul, mind, and strength, and their neighbor as their self (Exodus 20:3-6; Leviticus 19:17-18; Deuteronomy 5:7-10; 6:4-5; Mark 12:28-31; Romans 13:8-10).
- <sup>b</sup> • They will share the gospel with the unsaved, inviting them to church, striving for their salvation (Matthew 28:19-20; Acts 1:8; Romans 1:14-16; 2 Corinthians 5:18-20).
- <sup>c</sup> • They will be courteous to everyone (Ephesians 4:32; Titus 3:2; 1 Peter 2:17; 1 John 3:18).
- <sup>d</sup> • They will be helpful to those who are also of the faith, lovingly patient with one another (Romans 12:13; Galatians 6:2, 10; Colossians 3:12-14).
- <sup>e</sup> • They will be compassionate. As they have the opportunity, they should seek to meet the physical and spiritual needs of people. They do this by feeding the hungry, clothing the naked, visiting the sick and imprisoned, and ministering to the needy (Matthew 25:35-36; 2 Corinthians 9:8-10; Galatians 2:10; James 2:15-16; 1 John 3:17-18).

- f* • They will financially support the church and its work by giving tithes and offerings (Malachi 3:10; Luke 6:38; 1 Corinthians 9:14; 16:2; 2 Corinthians 9:6-10; Philippians 4:15-19).
- g* • They will faithfully attend all church services and participate in the means of grace. This includes the public worship of God (Hebrews 10:25), the ministry of the Word (Acts 2:42), the sacrament of the Lord's Supper (1 Corinthians 11:23-30), the study of the Bible and meditation on it (Acts 17:11; 2 Timothy 2:15; 3:14-16), and family and private devotions (Deuteronomy 6:6-7; Matthew 6:6).

**21.2** Second, those who would be Nazarenes will avoid evil of every kind, including the following:

- a* • They will not misuse or swear by the name of God (Exodus 20:7; Leviticus 19:12; James 5:12).
- b* • They will not treat disrespectfully the Lord's Day by participation in unnecessary secular activities. Doing so denies its sanctity (Exodus 20:8-11; Isaiah 58:13-14; Mark 2:27-28; Acts 20:7; Revelation 1:10).
- c* • They will avoid sexual immorality, such as premarital, extramarital, or same-sex relations; perversion in any form; and crude or improper conduct (Genesis 19:4-11; Exodus 20:14; Leviticus 18:22; 20:13; Matthew 5:27-32; Romans 1:26-27; 1 Corinthians 6:9-11; Galatians 5:19; 1 Thessalonians 4:3-7; 1 Timothy 1:10).
- d* • They will avoid habits or practices that are known to be destructive of physical and mental well-being. Christians should regard themselves as temples of the Holy Spirit (Proverbs 20:1; 23:1-3; 1 Corinthians 6:17-20; 2 Corinthians 7:1; Ephesians 5:18).
- e* • They will avoid quarreling, returning evil for evil, gossiping, slandering, or spreading rumors (2 Corinthians 12:20; Galatians 5:15; Ephesians 4:30-32; James 3:5-18; 1 Peter 3:9-10).
- f* • They will avoid dishonesty, cheating in business, lying, and other wicked acts (Leviticus 19:10-11; Romans 12:17; 1 Corinthians 6:7-10).



- <sup>g</sup> • They will not dress or act immodestly. They should dress with the Christian simplicity and modesty that is suitable for holiness (Proverbs 29:23; 1 Timothy 2:8-10; James 4:6; 1 Peter 3:3-4; 1 John 2:15-17).
  - <sup>h</sup> • They will avoid music, literature, and entertainments that dishonor God (1 Corinthians 10:31; 2 Corinthians 6:14-17; James 4:4).
- 21.3 Third, those who would be Nazarenes will live in hearty fellowship with the church and not speak against it. They will commit themselves to its doctrines and practices as it continues to witness and reach out to others (Ephesians 2:18-22; 4:1-3, 11-16; Philippians 2:1-8; 1 Peter 2:9-10).

## **D. Articles of organization and government**

### ARTICLE 1: THE FORM OF GOVERNMENT

- 22 The Church of the Nazarene has a representative form of government.
- 22.1 The church recognizes three legislative structures: local, district, and general. The regions serve as administrative entities for mission strategy and implementation.
- 22.2 We recognize the necessity of a superintendency that complements and assists the local church in fulfilling its mission and objectives. The superintendency will build morale, provide motivation, supply management, and assist with methods. It will organize and encourage the organization of new churches and missions everywhere.
- 22.3 We recognize that any authority given to superintendents will not interfere with the independent action of an organized church. Each church has the right to select its own pastor, subject to any approvals that the General Assembly finds wise to require. Each church will elect delegates to the various assemblies. It will manage its own finances and have charge of all other matters related to its local life and work.

### ARTICLE 2: LOCAL CHURCHES

- 23 The membership of a local church is composed of persons initially organized as a local church and those who afterwards are publicly received as members. The organization

of churches and the reception of members must be done by an authorized person. Before reception into the church, individuals must declare their experience of salvation, their belief in the doctrines of the church, and their willingness to submit to its government. (100-107)

### ARTICLE 3: DISTRICT ASSEMBLIES

- 24 The General Assembly will organize the membership of the church into district assemblies, also called “districts.” Each district assembly will have laypersons and ministers as representatives as the General Assembly decides is fair and just. The General Assembly will determine the qualifications of the representatives, as long as all assigned ordained ministers of the district are members of the district assemblies they represent. The General Assembly will also define the powers and duties of district assemblies. (200-207.6)

### ARTICLE 4: THE GENERAL ASSEMBLY

- 25 **Composition.** The General Assembly will be composed of the following delegates:

- a • Equal numbers of ministerial and lay delegates elected by the district assemblies of the Church of the Nazarene
- b • Ex-officio delegates that the General Assembly will designate
- c • Additional delegates that the General Assembly may approve

- 25.1 **Election of delegates.** A district assembly will elect an equal number of ministerial and lay delegates to the General Assembly. The district must hold the election within 16 months of the meeting of the General Assembly. In areas where travel visas or extra preparations are necessary, the district may hold the election within 24 months of the General Assembly.

- a Elections for delegates require a plurality of votes, not a majority. All ministerial delegates must be assigned ordained ministers of the Church of the Nazarene.
- b Each Phase 3 assembly district is entitled to at least one ministerial and one lay delegate. It may elect additional delegates based on its membership, as established by the General Assembly.

- c Each district assembly will elect alternate delegates, but not more than twice the number of its delegates. In situations where travel visas are problematic, a district assembly may authorize its District Advisory Board to select additional alternate delegates. (205.23, 301-301.1)
- 25.2 Certificates of election.** The secretary of each district assembly will give individual certificates of election to the delegates and alternate delegates to the General Assembly. The secretary will also send certificates of elections to the general secretary of the Church of the Nazarene. They must be sent immediately following the adjournment of the district assembly.
- 25.3 Quorum.** The quorum at any meeting of the General Assembly will be a majority of the voting delegates who are registered on-site. Registration is with the General Assembly Credentials Committee. Once a quorum is obtained, a smaller number of members may approve minutes and adjourn.
- 25.4 General superintendents.** The General Assembly will elect, by ballot, six elders of the Church of the Nazarene to serve as general superintendents. These six will constitute the Board of General Superintendents. Such an election will require a two-thirds vote. Any vacancy in the office of general superintendent between General Assemblies will be filled by the General Board of the Church of the Nazarene. (305.2, 316)
- 25.5 Presiding officers.** The Board of General Superintendents will appoint a general superintendent to preside over the daily meetings of the General Assembly. If there is no general superintendent appointed or present, the General Assembly will elect one of its members as temporary presiding officer. (300.1)
- 25.6 Rules of order.** The General Assembly will conduct its business in an orderly fashion. To do so, it will adopt rules of order to govern its organization, procedures, committees, and all other matters. It will be the judge of the election and qualifications of its own members. (25.2, 300.2-300.3)
- 25.7 General Court of Appeals.** The General Assembly will elect a General Court of Appeals and will define its jurisdiction.

and powers. Members of this court must be members of the Church of the Nazarene. (305.7)

**25.8 Powers and restrictions.** The General Assembly recognizes the following powers and restrictions:

- <sup>a</sup> • The General Assembly has the power to legislate for the Church of the Nazarene. It may make rules and regulations for any department related to it in any way. Such rules and regulations cannot conflict with this constitution. (300, 305-305.8)
- <sup>b</sup> • No church will be deprived of its right to select its own pastor, subject to any approvals the General Assembly finds wise to require. (22.3, 115)
- <sup>c</sup> • All local churches, officers, ministers, and laypersons will have the right to a fair and orderly trial and the right to make an appeal.

## **E. Amendments**

**26** This constitution may be repealed or amended by a two-thirds vote of the members present and voting at the General Assembly. The General Assembly or any phase 2 or phase 3 district assembly may propose amendments. Each amendment must be ratified by at least two-thirds of all phase 2 and phase 3 district assemblies of the Church of the Nazarene. Each amendment requires separate votes of the district assemblies. When an amendment has been adopted by this process, the Board of General Superintendents will announce the result. At that time, the amendment will be fully in effect.

**27** The General Assembly will refer any resolution amending the “Articles of Faith” (paragraphs 1 through 16.2) to the Board of General Superintendents for review. The Board of General Superintendents will create a study committee that includes theologians and ordained ministers, reflecting the global nature of our Church. The study committee will report its findings, including any recommendations or resolutions, to the Board of General Superintendents. The Board of General Superintendents will then report to the next General Assembly.

## PART 3

# THE COVENANT OF CHRISTIAN CONDUCT

### A. The Christian life

28 The church joyfully proclaims the good news that we may be delivered from all sin and into a new life in Jesus Christ. By the grace of God, we Christians are “to put off the old self”—the old, sinful ways of living and thinking. Submitted to the mind of Christ, we are “to put on the new self”—a new and holy way of living.

° (Ephesians 4:17-24)

28.1 The Church of the Nazarene tries to relate timeless biblical principles to our cultures. We do this in such a way that the doctrines and covenants of the church are understandable in many different lands and cultures. In the New Testament, Jesus Christ reaffirmed the Ten Commandments. This affirmation is seen most fully and concisely in the Great Commandment and the Sermon on the Mount, which establish the foundation of Christian ethics.

° (Matthew 5–7; 22:35-40; Mark 12:28-34)

28.2 The Holy Spirit guides and instructs the church by way of our shared beliefs, doctrines, and morality. The Church of the Nazarene is an international expression of the body of Christ. As such, we understand that we must seek to explain the Christian life in different ways across cultures. The goal is to lead people to a holiness ethic. Historically, the church expresses this ethic as practices to follow as well as those to avoid. These guidelines should be followed carefully to help us live holy lives. Those who do not respect these guidelines harm the conscience and the witness of the church. Requests

for cultural adaptations of these guidelines require the approval of the Board of General Superintendents.

**28.3** The Church of the Nazarene believes this new and holy way of life involves positive acts of love as well as behaviors to avoid. We do this to redeem the souls, minds, and bodies of our neighbors.

<sup>a</sup> Jesus Christ had a special relationship with the poor of this world. His Church should follow his example in two ways. First, the church should live simply and avoid extravagant displays of wealth. Second, followers of Christ should care for, feed, clothe, and shelter the poor, the powerless, and the marginalized. Throughout the Bible and especially in the life and example of Jesus Christ, God identifies with the poor. God helps the poor, the oppressed, and the ignored. In the same way, we are to identify with and care for the poor as our brothers and sisters. A compassionate ministry to the poor includes practical acts of kindness. It also means joining their struggle in order to provide them with equality, justice, and greater opportunity.

<sup>b</sup> We believe that every Christian is responsible to assist the poor. This is Christian faith working in love. We believe that maturing in holiness must include ministry to the poor. This ministry helps create a world that is more just and equitable. Holiness does not separate the rich from the poor. Instead, it motivates us to adjust the way we use our resources so we can meet the needs of others.

<sup>c</sup> (Exodus 23:11; Deuteronomy 15:7; Psalms 41:1; 82:3; Proverbs 19:17; 21:13; 22:9; Jeremiah 22:16; Matthew 19:21; Luke 12:33; Acts 20:35; 2 Corinthians 9:6; Galatians 2:10)

**28.4** In making a list of practices to avoid, we understand that avoiding evil goes beyond following rules and obeying laws. We follow the biblical teaching: “Test them all; hold on to what is good, reject every kind of evil” (1 Thessalonians 5:21-22). It is impossible for any list of sinful behaviors to include all forms of evil in the world. Therefore, Christians must seek the help and wisdom of the Holy Spirit.

- 28.5 We expect our leaders and pastors to emphasize biblical teachings that help people develop the ability to know the difference between good and evil.
- 28.6 Education is extremely important for the social and spiritual well-being of our various cultures. We expect the teachers and leaders in our educational programs and institutions to explain the biblical principles and ethical standards of our doctrines. Christian education may replace secular education or work with it. If children attend secular schools, parents should provide holiness teaching at home. We encourage Christians to work in secular schools to be witnesses and to influence people for God's Kingdom.
- ° (Matthew 5:13-14)
- 29 We should avoid the following:
- 29.1 **Entertainment that undermines the Christian ethic.** Three essential principles should guide individuals and families when choosing entertainment.
- ° First, a Christian has a duty to make good use of leisure time.
- <sup>b</sup> Second, a Christian has a duty to maintain the highest standards of Christian living. We live in a time of moral confusion. Many types of evil attempt to invade our homes through literature, radio, portable devices, television, personal computers, and the Internet. We must keep high standards to protect our homes and families from imitating the world and its values. We should choose entertainment that encourages holy living and biblical values. We should also choose entertainment that supports the sacredness of marriage and upholds its exclusiveness. We especially encourage our young people to use their gifts in media and the arts to make a positive influence in all types of entertainment.
- <sup>c</sup> Third, a Christian has a duty to stand against anything that demeans or blasphemes God. This includes the Christian duty to speak against social evils such as violence, sensuality, pornography, profanity, and the occult. A Christian should work to persuade businesses to abandon the production and distribution of evil entertainment. This means avoiding entertainment that promotes violence, sensuality, pornography,

irreverence, or the occult. This also includes entertainment that glamorizes the philosophies of secularism, sensualism, and materialism. These philosophies hinder and weaken God's standards for holy living.

<sup>d</sup> Our churches must teach and preach these principles of holy living. We must teach our people how to use prayerful discernment in choosing entertainment that encourages Christian ethics. Therefore, leaders and pastors must emphasize biblical teachings that develop the ability to know the difference between good and evil entertainment.

<sup>e</sup> We recommend the standard that John Wesley's mother taught him: "Whatever weakens your reason, impairs the tenderness of your conscience, obscures your sense of God, or takes off the relish of spiritual things, whatever increases the authority of your body over mind, that thing for you is sin." (28.2-28.4, 926-931)

<sup>f</sup> (Romans 14:7-13; 1 Corinthians 10:31-33; Ephesians 5:1-18; Philippians 4:8-9; 1 Peter 1:13-17; 2 Peter 1:3-11)

**29.2 Gambling.** The church teaches that gambling damages individuals and society. This includes lotteries and other forms of gambling, whether legal or illegal.

<sup>o</sup> (Matthew 6:24-34; 2 Thessalonians 3:6-13; 1 Timothy 6:6-11; Hebrews 13:5-6; 1 John 2:15-17)

**29.3 Membership in secret societies.** Secret societies are organizations that demand an oath or pledge and have secret rules and meetings. One example of such an organization is the Freemasons. These organizations often look and act like a religion, diluting a believer's commitment to Christ. Their secrecy harms a Christian's open witness. This issue will be addressed in paragraph 112.1 regarding church membership.

<sup>o</sup> (1 Corinthians 1:26-31; 2 Corinthians 6:14-7:1; Ephesians 5:11-16; James 4:4; 1 John 2:15-17)

**29.4 Dancing.** We avoid all forms of dancing that undermine spiritual growth and moral standards.

<sup>o</sup> (Matthew 22:36-39; Romans 12:1-2; 1 Corinthians 10:31-33; Philippians 1:9-11; Colossians 3:1-17)



- 29.5 Alcohol, tobacco, and drugs.** We oppose buying, selling, or using intoxicating liquors as a beverage. We oppose promoting or voting for the licensing of places that sell intoxicating liquors. We oppose selling or using tobacco and illegal drugs in any form.
- <sup>a</sup> The Bible, human experience, and medical science agree that the use of tobacco and intoxicating beverages is harmful for the mind and body. Because our church is committed to the pursuit of a holy life, abstinence, rather than moderation, is our position and practice. The widespread abuse of alcohol in our world demands that we abstain from using it. Our abstinence is an example and witness to others. The Bible teaches that our bodies are the temples of the Holy Spirit. With loving concern, we call our people to abstain from all intoxicating drinks.
  - <sup>b</sup> As Christians, we are responsible to use any legitimate and legal means to minimize the availability of both intoxicating drinks and tobacco. (929–931)
  - <sup>c</sup> Only unfermented wine should be used in the sacrament of the Lord’s Supper. (515.4, 532.7, 533.2, 534.1, 700)
  - <sup>d</sup> (Proverbs 20:1; 23:29-24:2; Hosea 4:10-11; Habakkuk 2:5; Romans 13:8; 14:15-21; 15:1-2; 1 Corinthians 3:16-17; 6:9-12, 19-20; 10:31-33; Galatians 5:13-14, 21; Ephesians 5:18)

- 29.6 Substance abuse.** Substance abuse is the use of stimulants, depressants, hallucinogens, and other intoxicants without appropriate medical care and supervision. Medical evidence demonstrates the dangers of such substances, and the Bible warns us to remain in control of mind and body. Therefore, we choose not to abuse such substances, regardless of their legality or availability.
- <sup>a</sup> (Matthew 22:37-39; 27:34; Romans 12:1-2; 1 Corinthians 6:19-20; 9:24-27)

## **B. The sanctity of human life**

- 30** The Church of the Nazarene believes that human life is sacred. We strive to protect against abortion, embryonic stem cell research, euthanasia, and withholding reasonable medical care from the disabled or elderly.

- 30.1 Induced abortion.** The Church of the Nazarene believes that God creates and sustains life and that human life is sacred. This includes the life of a human fetus. Life is a gift from God. God creates all human life in his image, including life developing in the womb. A child is a developing human life from the moment of conception. Therefore, we nurture, support, and protect children who are not yet born. The child's life is dependent on the mother for development. Therefore, we believe that human life must be respected and protected from the moment of conception. We oppose induced abortion by any means when used for either personal convenience or population control. We oppose laws that allow abortion.
- <sup>a</sup> We also realize that there are rare and real medical conditions that could endanger the survival of the mother, fetus, or both. However, termination of the pregnancy should be made only after comprehensive counseling, both medical and Christian.
  - <sup>b</sup> An unwanted pregnancy is a crisis that requires people of faith to respond with love, prayer, and counsel. Our stand against abortion includes a commitment to the creation and support of programs that help mothers and children. For example, we support and recommend counseling centers, homes for expectant mothers, and Christian adoption services.
  - <sup>c</sup> We know that considering abortion as a way to end an unwanted pregnancy often occurs because individuals ignore the Christian standards of sexual responsibility. Therefore, the church **calls** its members to follow the sexual ethics of the New Testament. The church's stand on abortion should be taught by applying biblical principles for moral decision-making.
  - <sup>d</sup> (Genesis 2:7, 9:6; Exodus 20:13; 21:12-16, 22-25; Leviticus 18:21; Job 31:15; Psalms 22:9; 139:3-16; Isaiah 44:2, 24; 49:5; Jeremiah 1:5; Luke 1:15, 23-25, 36-45; Acts 17:25; Romans 12:1-2; 1 Corinthians 6:16; 7:1ff.; 1 Thessalonians 4:3-6)
  - <sup>e</sup> The Church of the Nazarene also recognizes that many people are affected by the tragedy of abortion. We urge every congregation and every believer to offer the message of God's forgiveness to all those who experienced abortion. Our congregations should offer Jesus Christ's redemption and hope

to all who suffer physical, emotional, and spiritual pain that come as a result of abortion or the willful termination of a pregnancy.

*f* (Romans 3:22-24; Galatians 6:1)

**30.2 Genetic engineering and gene therapy.** The use of genetic engineering and gene therapy should be guided by Christian virtues. These virtues include humility, a respect for the sacred dignity of human life, human equality before God, and a commitment to mercy and justice.

*a* The Church of the Nazarene supports the use of genetic engineering to achieve gene therapy. We recognize that gene therapy can lead to the prevention and cure of diseases and disorders.

*b* We oppose any use of genetic engineering that promotes social injustice or disregards the dignity of human beings. We especially oppose eugenics, which is the attempt to achieve racial, intellectual, or social superiority over others through genetic engineering. We oppose the initiation of DNA studies that might encourage or support human abortion as an alternative to full-term, live birth.

**30.3 Human embryonic research.** We oppose human embryonic stem cell research that destroys human life, especially research produced from human embryos. Our stand on human embryonic stem cell research arises from our affirmation that the human embryo is a person made in the image of God.

*a* However, we also encourage the scientific community to pursue advances in stem cell technology apart from embryonic stem cells. Acceptable stem cells for research come from adult human tissues, placenta, umbilical cord blood, animal sources, and other non-human embryonic sources. The purpose of this research and scientific advancement is to bring healing to many without violating the sanctity of human life.

*b* Future scientific advances will make new technologies available. We strongly support such research when it does not violate the sanctity of human life or other moral and biblical laws. However, we oppose the destruction of human embry-

os for research purposes. We oppose the use of tissue from aborted human fetuses for any purpose.

**30.4 Human cloning.** We oppose the cloning of human beings. God values humans, whom he created in his image. A human clone is an object denied God's gifts of personal dignity and worth.

**30.5 Euthanasia and physician assisted suicide.** We believe that euthanasia, intentionally ending a terminally ill person's life, is incompatible with the Christian faith. This is true whether the terminally ill person requests or consents to intentionally ending his or her life. This includes those who are not mentally competent to give consent. The Christian church rejects euthanasia because of biblical principles. These principles include the following:

- <sup>a</sup> • Euthanasia claims superiority to God, thus breaking confidence in God as the supreme Lord of life.
- <sup>b</sup> • Euthanasia violates our role as servants of God and reduces the value the Bible places on human life and community.
- <sup>c</sup> • Euthanasia attaches too much importance to ending suffering.
- <sup>d</sup> • Euthanasia reflects human arrogance before a graciously sovereign God.
- <sup>e</sup> Therefore, we urge our people to oppose all efforts to legalize euthanasia.

**30.6 Allowing to die.** We believe it is permissible to remove or not start artificial life-support systems when death is impending. This also applies to persons who are persistently unresponsive, with no sign of higher brain functions. Our position also applies to those for whom extraordinary methods to prolong life provide no reasonable hope for a return to health. We believe that the Christian faith does not require us to postpone death when death is near. As Christians, we trust in God's faithfulness and have the hope of eternal life. This hope makes it possible for Christians to accept death because Christ overcame death for us and conquered it.

## C. Human sexuality and marriage

31

God created all human beings in his image, which gives them measureless worth. The Church of the Nazarene believes that God intended for human sexuality to be his gift, one expression of the holiness and beauty of his creation. We believe this gift is more than a sensual experience. It provides wholeness to the marriage relationship.

- <sup>a</sup> As a holiness people, the Church of the Nazarene believes that God values our physical bodies. We believe that God calls and enables Christians to glorify him with their physical bodies through the sanctifying work of the Holy Spirit. Therefore, God's character shapes our senses, sexual appetites, ability to experience pleasure, and desire to connect with others. Our bodies are good.
- <sup>b</sup> We believe in the God who created the world as an act of love. We experience God as holy love and understand him as a Trinity of love among Father, Son, and Holy Spirit. The core of our being reflects the yearning for relationships like the one found in the Trinity. We find fulfillment for our yearning by living in faithful relationship with God and his creation as we love others as ourselves. God created us as social beings, which is good, beautiful, and reflects the image of God when we relate to others. The people of God are formed as one in Christ, and believers are called to live faithfully as members of his body.
- <sup>c</sup> Within this community of love, grace, and fellowship, the people of God should value and support the unmarried. The church does this by surrounding them with friendship and hospitality. We encourage unmarried persons in Christian community to surround themselves with friends, to practice and accept hospitality, and to be faithful witnesses.
- <sup>d</sup> Also, within this community, we affirm that God calls some believers to marriage. As explained in Genesis, "a man leaves his father and mother and is united to his wife, and they become one flesh" (Genesis 2:24). The Church should emphasize the sacredness of marriage between a man and a woman through teaching and pre-marital counseling. The marriage covenant, a reflection of God's love for his people, is one of

exclusive sexual faithfulness, unselfish service, and social witness. Christian marriage is a public testimony to the way God loves humanity. The intent of the intimacy of sex in marriage is to reflect the union of Christ and the Church, which is a mystery of grace. God intended it to bring not only pleasure but also opportunity to conceive and bring new life into a covenantal community of care. The Christ-centered home should serve as a primary location for spiritual formation.

<sup>e</sup> Sadly, the Bible reveals that, because of the fall, human desire is broken and results in unholy behaviors. Individuals and communities have experienced the evil results of putting the self first, of treating others as objects, and of accepting lies about our sexuality. Our desires have been perverted by sin. We have chosen to violate God's love and to follow a path of sin and selfishness.

<sup>f</sup> Our poor choices and the results of a fallen world produce brokenness in the area of sexuality. This takes many forms. However, God's grace is sufficient to convince us of wrong, transform us, and sanctify us. Instead of adding to the world's brokenness, we should be witnesses to God's holy way of life. Therefore, we believe members of the body of Christ can and should refrain from the following practices:

<sup>g</sup> • **Unmarried sexual activity.** We believe that God intended our sexuality to be lived in the covenantal union between one woman and one man. Pre-marital sex devalues all persons in the relationship and may harm their ability to enter a healthy marriage.

<sup>h</sup> • **Homosexual activity.** We believe the practice of same-sex sexual intimacy is contrary to God's will for human sexuality. A person's homosexual or bi-sexual attraction may have complex origins, and the call to sexual purity is costly. However, God's grace is sufficient to resist temptation. The body of Christ has a responsibility to be a welcoming, forgiving, and loving community where hospitality, encouragement, transformation, and accountability are available to all.

<sup>i</sup> • **Extra-marital sexual relations.** Adultery is a selfish act that violates the vows of marriage made before God and

within the body of Christ. It not only destroys families but also offends God, who loves us purely and devotedly.

- j* • **Divorce.** God intends for marriage to be a life-long commitment. The breaking of the marriage covenant by either partner falls short of God's intentions. The church must offer counsel and grace to those wounded by divorce and, where wise, work to preserve the marriage.
- k* • **Marriage to more than one person.** We believe that the covenantal faithfulness of God is reflected in the commitment of one man and one woman. Marriage to more than one partner takes away from the exclusive faithfulness that God intended for marriage.

*l* However, sexual sin and brokenness is not only personal. It is found throughout all of the systems and structures of the world. While the church testifies to the beauty and uniqueness of God's holy purposes for human sexuality, we also work against its systemic abuse. Therefore, we believe the church should refrain from the following and advocate against them:

- m* • **Pornography.** Pornography in all its forms arises from twisting and mangling sexual desire. It objectifies people for selfish, sexual gratification. This habit destroys our capacity to love unselfishly.
- n* • **Sexual violence.** Sexual violence takes many forms including rape, sexual assault, sexual bullying, hateful speech, marital abuse, incest, human trafficking for sex, forced marriage, female genital mutilation, bestiality, sexual harassment, and the abuse of minors and other vulnerable people. All people and systems that perpetrate sexual violence break the command to love our neighbors and to protect them. The body of Christ should always be a place of justice, protection, and healing for those affected by sexual violence. This includes those who are victims, those who have been affected by sexual violence, and those who continue to be. A "minor" is any human being younger than 18 years old. If local law sets the "age of majority" higher than 18 years old, that age will apply instead.

- We affirm that:
- 
- **Where sin increases, grace increases even more.** Although the effects of sin are universal and holistic, the power of grace to produce change is also universal and holistic. In Christ, through the Holy Spirit, we are renewed in the image of God. The old is gone and the new comes. The forming of our lives as a new creation may be a gradual process. However, God's healing is effective in dealing with the brokenness of humanity in the areas of sexuality.
  - **The human body is the temple of the Holy Spirit.** We affirm that our need for sexuality must conform to God's will. Our bodies are not our own. They were bought at a price. Therefore, we are called to glorify God in our bodies through a life of yielded obedience.
  - **The people of God are marked by holy love.** We affirm that, above all the virtues, the people of God are to clothe themselves with love. The people of God have always welcomed broken people into our gatherings. By offering Christian hospitality, we are not excusing someone's disobedience. Likewise, it does not mean that we will not participate in the process of helping someone discern the roots of brokenness. On the contrary, Christian hospitality calls us to participate in a redemptive process. Restoring humans to the likeness of Jesus Christ requires confession, forgiveness, learning, sanctification, and godly counsel. Most of all, it includes the loving welcome that invites the broken person into the circle of grace known as the church. If we fail to confront honestly sin and brokenness, we do not love. If we fail to love, we cannot participate in God's healing of brokenness.
- As the global church receives the people of our world and ministers to them, the faithful expression of the affirmations listed above is complex. Congregations must navigate such situations with care, humility, courage, and discernment.

#### **D. Christian stewardship**

- 32 **Meaning of stewardship.** The Bible teaches that God owns all persons and all things. We, then, are his stewards, managing our lives and possessions on behalf of God. We should



acknowledge both God's ownership and our stewardship, because we will be held personally accountable to God for it. As a God of system and order, he established a system of giving: tithes and offerings. This system acknowledges his ownership of all human resources and relationships. His children, therefore, should faithfully tithe and give offerings for the support of the gospel. (140)

- ° (Malachi 3:8-12; Matthew 6:24-34; 25:31-46; Mark 10:17-31; Luke 12:13-24; 19:11-27; John 15:1-17; Romans 12:1-13; 1 Corinthians 9:7-14; 2 Corinthians 8:1-15; 9:6-15; 1 Timothy 6:6-19; Hebrews 7:8; James 1:27; 1 John 3:16-18)

**32.1 Storehouse tithing.** “Storehouse tithing” is both a biblical and practical expression of faith. All who are a part of the Church of the Nazarene should tithe and give offerings faithfully and regularly. That is to say, they should contribute one-tenth of all they receive—a tithe—as well as freewill offerings as God prospers them. This will help support the whole church: the local congregation, the district, the educational institutions, and the general church. Further, they should consider their local Church of the Nazarene as “the storehouse.” Therefore, a member should faithfully and regularly bring the tithe to the local church where he or she is a member.

- ° The tithe, provided to the local Church of the Nazarene, must be a priority over all other giving opportunities which God may lay upon the hearts of his faithful stewards. Therefore, the financing of the church will be based on the plan of storehouse tithing.

**32.2 Fundraising and distribution of funds.** The Bible teaches that giving tithes and offerings is the primary financial support of the gospel, including the construction of church buildings. In view of this teaching, no Nazarene church should engage in any method of fundraising if it does any of the following:

- ° • It detracts from the biblical principle of giving tithes and offerings.
- <sup>b</sup> • It hinders the gospel message.
- <sup>c</sup> • It damages the integrity of the church.
- <sup>d</sup> • It discriminates against the poor.
- <sup>e</sup> • It misdirects people's energies from promoting the gospel.

*f* Local churches should adopt and practice a financial plan based on dividing annual expenses and obligations into equal parts. Such a plan will help the church meet the needs of the programs of the Church of the Nazarene. This includes local needs as well as those of the district, educational institutions, and the general church. Local churches should pay their general, educational, and district obligations every month. (130, 153, 154-154.2, 516.13)

**32.3 Support of the ministry.** “In the same way, the Lord has commanded that those who preach the gospel should receive their living from the gospel” (1 Corinthians 9:14). The church has an obligation to support its ministers, who have been called by God. Under the direction of the church, these ministers have given themselves completely to the work of the ministry. Therefore, we urge that the members of the church voluntarily commit themselves to supporting the ministry by gathering weekly tithes and offerings. Likewise, the church should pay the minister’s salary every week. (115.4, 115.6, 129.8)

**32.4 Planned giving.** Civil laws often do not provide for the distribution of a deceased’s estate in such a way that glorifies God. Being a good steward of the income and possessions gained during life requires careful thought about what should happen to those assets after death. The Church of the Nazarene, recognizes the need for faithful stewardship in this life and the God-given vision to leave a legacy for the future. Therefore, it established the Church of the Nazarene Foundation to enhance Christian stewardship through planned and deferred giving. Each Christian should prepare a last will and testament in a careful and legal manner. We recommend that in the preparation of the will, Nazarenes consider the various ministries—local, district, educational, and general—of missions, evangelism, education, and benevolence.

**32.5 Shared responsibility for the mission of the Church of the Nazarene.** The government of the Church of the Nazarene is representative. Each local church supports the overall mission of the church as defined by the General Assembly. This mission is implemented through the leadership of the Board

of General Superintendents in world evangelism, education, ministerial support, and district ministries.

- The Board of General Superintendents and the General Board have the authority and power to develop, revise, and maintain a system for raising the World Evangelism Fund. They may establish funding goals and responsibilities for local churches through the districts. National boards and regional advisory councils have the authority and power to establish savings plans for the retirement of ministers on their region. Such plans are subject to paragraph 337.1 and will be reported as provided in paragraph 337.2. The provisions of paragraph 32.5 will not apply to the Board of Pensions and Benefits USA.
- <sup>b</sup> National boards, regional advisory councils, or both have the authority and power to establish support for the institutions of higher education on their region.
- <sup>c</sup> Each district has the authority and power to establish funding goals and obligations for local churches to support district ministries. This will be arranged by the District Assembly Finance Committee.  
(238.1, 317.10, 345, 346.3)

## **E. Church officers**

**33** The Church of the Nazarene directs our local churches to elect church officers who have the following characteristics:

- • They are active members of the local church.
- <sup>b</sup> • They profess the experience of entire sanctification.
- <sup>c</sup> • Their lives are a public witness to the grace of God that calls believers to a holy life.
- <sup>d</sup> • They are in harmony with the doctrines, policies, and practices of the Church of the Nazarene.
- <sup>e</sup> • They faithfully support the local church in attendance, active service, and with tithes and offerings.
- <sup>f</sup> • They are fully engaged in making Christlike disciples in the nations.

(113.11, 127, 145-147)

**F. Rules of order**

- 34 The Church of the Nazarene uses the most current edition of *Robert's Rules of Order Newly Revised* for parliamentary procedure. This includes meetings and proceedings of the members of the Church of the Nazarene, the district, the general church, and the committees of the corporation. This provision is subject to local laws, the Articles of Incorporation, and the bylaws of government found in the *Manual*. (113, 205, 300.3)

**G. Amendments**

- 35 The General Assembly may repeal or amend provisions of the "Covenant of Christian Conduct" by a two-thirds vote of the members present and voting.

## PART 4

# CHURCH GOVERNMENT

## THE PREAMBLE TO CHURCH GOVERNMENT

- <sup>CG 1</sup> The task of the Church of the Nazarene is to share with all people the grace of God. In Jesus Christ, God transforms us through the forgiveness of sins and the cleansing of hearts. Our primary mission is to make Christlike disciples in the nations. To accomplish our mission, we bring believers into the fellowship and membership of our local churches. There, we teach, disciple, and equip them for ministry. Our ultimate goal is to “present everyone fully mature in Christ” (Colossians 1:28) at the last day.
- <sup>CG 2</sup> The local church, which is the body of Christ, reflects our faith and mission. In the local church, people are saved, discipled, taught, and sent out to serve. The Church of the Nazarene organizes local churches into districts and districts into regions.
- <sup>CG 3</sup> The unity of the Church of the Nazarene is based on the beliefs, policies, definitions, and procedures that are found in the *Manual of the Church of the Nazarene*.
- <sup>CG 4</sup> The Articles of Faith form the core of our unity. We encourage our churches worldwide to translate, distribute, and teach these beliefs to our people. The Articles of Faith establish and express who we are and what we do as Nazarenes. Practical expressions of our unity include the following:
- <sup>a</sup> • The General Assembly. “The General Assembly is the highest authority for formulating doctrine, making laws, and authorizing elections.” (300)
  - <sup>b</sup> • The General Board. The General Board represents the worldwide church.

- The Board of General Superintendents. The Board of General Superintendents interprets the *Manual*, approves cultural adaptations, and ordains ministers.
- <sup>CG5</sup> The government of the Church of the Nazarene avoids the two extremes of episcopacy and unlimited congregationalism. Instead, it has representative government.
- <sup>CG6</sup> **Cultural adaptations.** We are a global church that includes many cultural and political differences. These differences may require adapting our governing procedures for our local churches, districts, and regions. The procedures to do this are in Part 4 of the *Manual*, sections 100, 200, and 300. All requests for adaptations must be submitted in writing to the Board of General Superintendents for a final decision. (300)

## CHAPTER 1

### LOCAL GOVERNMENT

#### A. Organization of the local church

- 100** **Organization.** The district superintendent, the general superintendent in jurisdiction, or an elder authorized by one of them may establish and organize a new local church. The district or regional office of the new church will send a report of it to the general secretary's office. (23, 107, 211.1, 538.15)
- 100.1** **Church-type mission.** If a congregation is not organized as a church, it may be recognized as a "church-type mission." The district superintendent where the congregation is located must first approve the recognition. The district or region will then register it with the general secretary. If local law allows, the church-type mission may register with the government as a corporation by following paragraph 102.
- <sup>a</sup> A church-type mission will receive members and report membership statistics to the district assembly.
  - <sup>b</sup> The district superintendent must first approve the appointment of the pastor leading a church-type mission. An ordained or district licensed minister who serves as the pastor or as an associate pastor is an assigned minister.

(100, 100.2, 107.2, 138.1, 159, 211.6, 538, 538.15-538.16)

- 100.2 The multi-congregational church.** An organized church may use its building to expand its ministry by starting Bible classes in different languages. With the approval of the district superintendent, these groups may become church-type missions or organized as local churches. This action may result in more than one officially recognized congregation using the same church name. Such a church is called a “multi-congregational church.”
- <sup>a</sup> A church-type mission within a multi-congregational church may ask the District Advisory Board to give it the rights and privileges of an organized church. The District Advisory Board may approve the request if the church-type mission meets the following requirements:
- <sup>b</sup> • The church-type mission will not be a separate corporation from the local church.
- <sup>c</sup> • The church-type mission will not own property.
- <sup>d</sup> • The church-type mission will not incur debt unless approved by the district superintendent, the church board of the organized church, and the district advisory board.
- <sup>e</sup> • The church-type mission cannot separate from the local church without the approval of the district superintendent who will consult with the pastor of the local church. (100-100.1)
- <sup>f</sup> The district superintendent and the general superintendent in jurisdiction must also approve the request before a church-type mission receives the rights and privileges of a local church.
- 101 Name.** A newly organized local church will consult with the district superintendent before selecting a name. The District Advisory Board must first approve the name. (102.4)
- 101.1 Change of name.** An organized church may change its name by the following process:
1. The church board submits the new name to the district superintendent.
  2. The district superintendent obtains the written approval of the District Advisory Board.

3. The church membership votes by ballot whether to approve the name change. The vote will happen at an annual or special meeting. A majority vote is necessary for approval.
4. The District Advisory Board reports the name change to the district assembly.
5. The district assembly votes whether to approve the name change. (102.4)

**102 Incorporation.** An organized church will register as a corporation if local law permits incorporation. The trustees of the church are responsible to incorporate the church. They and their successors will be the trustees of the corporation. The articles of incorporation will state the powers of the corporation unless prohibited by local law. They must include the following:

- <sup>a</sup> • The articles will state that the corporation is subject to the government of the Church of the Nazarene.
- <sup>b</sup> • The articles will state that the most current edition of the *Manual of the Church of the Nazarene* and the General Assembly define the authority of the Church of the Nazarene.
- <sup>c</sup> • The articles will state that the trustees, with the approval of the local church, will manage and control the property of the corporation.

(102.4)

**102.1** The District Advisory Board may assist a local church by purchasing and developing property. The local church will repay the money invested by the District Advisory Board. The District Advisory Board may transfer the title of the property to the local church after it repays the district.

**102.2** All property that an incorporated church acquires will be deeded to the local church using the church's corporate name when possible. (102.6)

**102.3 Legal documents.** The church's legal documents will specify two officers. The pastor will be the president of the local church, and the secretary of the church board will be the secretary of the local church. Both the pastor and secretary will sign all legal documents. Legal documents include but are not restricted to real estate transactions, mortgages, re-



leases of mortgages, and contracts. All contracts, obligations, and transactions are subject to the restrictions in paragraphs 104-104.3.

- 102.4** **Articles of Incorporation.** A church will include the following provisions in its Articles of Incorporation:
1. The name of the corporation will include the words “Church of the Nazarene.”
  2. The *Manual of the Church of the Nazarene* will be the by-laws of the corporation.
  3. The Articles of Incorporation should not include any provision that would prevent the church from qualifying for any tax exemption that other churches in the area receive.
  4. The District Advisory Board will receive the assets of the corporation if the church disbands.
- <sup>a</sup> The Articles of Incorporation may contain additional provisions that agree with local law. However, no provision will be included that would cause the property of the local church to be removed from the Church of the Nazarene. (101-101.1, 104.3, 106.1-106.3)
- 102.5** In multi-congregational churches, the churches may incorporate as partners if local law allows. (100)
- 102.6** There may be areas that do not permit a church to register as a corporation. If so, the church name will include the words “Church of the Nazarene” on all legal documents. Legal documents include but are not limited to property deeds and deeds of trust. (102.2)
- 103** **Property.** The district superintendent and the District Church Properties Board will consider, give advice, and determine all actions concerning church properties. Actions include the following:
- <sup>a</sup> • The purchase or sale of land or buildings
  - <sup>b</sup> • Construction projects
  - <sup>c</sup> • Major renovations or remodeling
  - <sup>d</sup> • The lease of property for any reason
- <sup>e</sup> The district superintendent and the District Church Properties Board must first approve in writing all debt incurred by the church. Debt includes loans for purchase of land or build-

ings, construction projects, and major remodeling. The local church will submit quarterly financial reports and building reports to the District Church Properties Board throughout the construction process. (236-237.5)

**103.1 Disagreements.** It is possible in a property decision that the church board, the district superintendent, and the District Church Properties Board do not reach an agreement. In such a case, the problem may be sent to the general superintendent in jurisdiction for a decision. Either the church board or the district superintendent may appeal the decision of the general superintendent to the Board of General Superintendents for a final decision. All appeals, rebuttals, and arguments relating to the appeal must be in writing. They will be sent with the appeal to the general superintendent in jurisdiction, the Board of General Superintendents, the church board, and the district superintendent.

- a* The minutes of the church board will include the reasons that support its decision to appeal and a record of the vote to appeal.

**104 Restrictions.** The members of a church must first approve any of the following actions:

- a* • Real estate purchases
- b* • Leases of real estate
- c* • Sale of real estate
- d* • Mortgages of real estate
- e* • Refinancing real estate if it causes additional debt
- f* • Exchange of real estate

*g* The approval must be by a two-thirds vote at an annual or special meeting of the church. However, a church board, without a congregational vote, may approve by a two-thirds vote to refinance an existing debt if it does not increase the debt.

*h* A church board may approve by a two-thirds vote how to dispose of donated properties that the church receives for the specific purpose of providing funds to the local church.

- i* The district superintendent and the District Church Properties Board must first give written approval for all of the actions listed above.  
(104.1-104.2, 113.3-113.4, 113.7-113.8, 237.3-237.4)
- 104.1** A local church will not mortgage its land or buildings to meet its current expenses.
- 104.2** The use of the proceeds from a church's mortgage, the sale of its land or buildings, or an insurance claim are limited to the following:
- a* • To purchase land or buildings
  - b* • To make capital improvements
  - c* • To start a new church
  - d* • To reduce the church's debt on its other lands or buildings
- e* The district superintendent and the District Advisory Board must first approve the use of proceeds for any other purposes. (103)
- 104.3** A local church or its trustees do not have the authority to divert property from the use of the Church of the Nazarene. (113-113.1)
- 104.4** **Withdrawal.** No local church may withdraw or separate from the Church of the Nazarene in any way except by permission of the General Assembly. The separation will follow the conditions of a mutually agreeable plan. (106.2-106.3)
- 105** **Mergers.** Two or more local churches that desire to merge will use the following process:
1. The church boards vote to recommend the merger. The recommendation requires a majority vote by ballot at each church.
  2. The district superintendent, the District Advisory Board, and the general superintendent in jurisdiction approve in writing the merger of the churches.
  3. The church members at each church vote, by ballot, on the merger at special church meetings called for this purpose. The approval requires members to be present to vote and a two-thirds majority from each church.
  4. The merger will be final at a meeting presided by the district superintendent or an elder appointed by him or her.

At this meeting, the new local church will elect officers and make pastoral arrangements.

- ° The newly created church will combine the total membership of the former churches and the membership of all departments of those churches.
- b The organization may combine part or all of the merging churches' assets and liabilities. The district superintendent, the District Advisory Board, and the general superintendent in jurisdiction must first approve the action. The merger will also combine the churches' general, educational, and district obligations.
- c A merger of churches will result in at least one inactive church. When notified by the district superintendent, the general secretary will remove the inactive church or churches from the roll of churches.

**106 Inactive and disorganized churches.** The District Advisory Board may declare churches as "inactive" before officially disorganizing, restarting, or reorganizing them.

**106.1** A District Advisory Board will use the following process to disorganize a local church:

1. The district superintendent recommends the action.
2. The general superintendent in jurisdiction affirms the action.
3. The District Advisory Board, by a two-thirds vote, disorganizes the church.

**106.2 Property of inactive or disorganized churches.** If a district advisory board certifies that a church becomes inactive, disorganized, withdraws, or attempts to withdraw from the denomination, the church's property will pass to the district advisory board. The district advisory board will be the agent for the district if it is incorporated. The district assembly may designate a different agent.

- ° Local church trustees holding property for an inactive or disorganized church will dispose of the property. This disposal will only happen by order of the district advisory board or an appointed agent of the district assembly. The disposal

requires written approval of the general superintendent in jurisdiction.

- <sup>b</sup> The district assembly or the District Advisory Board will direct what happens to the proceeds obtained from the disposal of the property. The proceeds must be used for the Church of the Nazarene.  
(104.4, 106. 225.23)
- 106.3** No trustee or trustees of an inactive, disorganized, or withdrawing church has the authority to move ownership of property away from the Church of the Nazarene. (104.4, 141–144, 225.23)
- 106.4** Only officially disorganized churches may be removed from the records of the general secretary.
- 106.5** **Financial accounts of inactive or disorganized Churches.** When a local church is declared inactive, those who sign financial accounts—monetary or securities—must transfer the proceeds to the District Advisory Board. Refusal to comply authorizes the District Advisory Board, by a resolution, to close all accounts and take ownership and control of all assets where the law allows.

## **B. Membership of the local church**

- 107** **Full membership.** The full membership of a local church is composed, initially, of the members who were organized into a new local church by someone authorized to do so. It then includes those whom the pastor, the district superintendent, or the general superintendent receives as members. Everyone who desires to become a member must first declare three things:
- <sup>a</sup> • Their experience of salvation
  - <sup>b</sup> • Their belief in the doctrines of the Church of the Nazarene
  - <sup>c</sup> • Their willingness to submit to the Church's government
- <sup>d</sup> The leaders of a local church will help its members find a ministry of service and a caring and supportive group. (23, 107.2, 111, 113.1, 516.1, 520, 532.8, 538.8–538.9)

- 107.1 The pastor will meet with those who want to join the church to explain the following:
- a* • The purpose and mission of the Church of the Nazarene
  - b* • The privileges and responsibilities of membership in the Church of the Nazarene
  - c* • The “Articles of Faith” of the Church of the Nazarene
  - d* • The requirements of the “Covenant of Christian Character”
  - e* • The requirements of the “Covenant of Christian Conduct”
  - f* Before receiving new members, the pastor will consult with the Evangelism and Church Membership Committee. The pastor will receive qualified candidates into church membership in a public service, using the approved form for the reception of new members. (21, 28-33, 110-110.4, 228, 704)
- 107.2 Members of a church-type mission. A church-type mission will report the number of church members in the annual statistics of the district. (107-107.1)
- 107.3 **Voting and holding office.** To hold an office in the local church, an individual must meet these qualifications:
- a* • He or she is a full member of the local church.
  - b* • He or she is active in the local church.
  - c* • He or she is at least 15 years old unless local law requires differently.
  - d* This same rule applies to voting in annual or special church meetings and representing the church as delegates to the district assembly.
- 108 **Fellowship members.** A fellowship member has the privileges of church membership except for voting and holding church office. A church may receive fellowship members only if the district has made provisions for this type of membership. (205.24)
- 108.1 At any time, the pastor and the Evangelism and Church Membership Committee may choose to receive a fellowship member into full membership. They may also choose to remove a fellowship member from the church roll.

- 109**        **Inactive members.** A local church may declare a member as “inactive” for the reasons stated in the next two paragraphs. (109.1-109.2, 112.3, 133)
- 109.1**        A local church member who becomes inactive because of relocating should be encouraged to find a Church of the Nazarene in his or her new community. He or she should request a transfer of membership to that church.
- 109.2**        The Evangelism and Church Membership Committee of a local church may recommend to the church board that a member is inactive based on the following conditions:
- a**        • The member has missed all religious services for six successive months with no justifiable reason.
  - b**        • The church has made efforts to encourage the member to become active again.
  - c**        Within seven days after the church board declares a member as “inactive,” the pastor will send a kindly worded letter to him or her. The letter will include the decision of the board. The pastor will update the church membership roll with the words “placed on the inactive membership roll by the church board on (date).”
- 109.3**        Inactive members are included in the full membership of the local church. However, membership reported to the district assembly is in two separate categories: active members and inactive members.
- 109.4**        Inactive members are not eligible to hold office or vote in annual or special church meetings.
- 109.5**        An inactive member may submit a written request to the church board to be restored to the active membership roll. Such a request must include a reaffirmation of the membership vows and a renewed participation in local worship activities. The church board will respond to the request within 60 days. If the Evangelism and Church Membership Committee recommends it, the church board may take action to restore the inactive member to the status of an active member.

### C. Evangelism and Church Membership Committee

- 110 The church board will create an Evangelism and Church Membership Committee of at least three persons to advise the pastor, who will serve as chairperson (138.3).

*The duties of the Evangelism and  
Church Membership Committee*

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- 110.1 The committee will promote evangelism and discipleship in the local church and work to bring new believers into the fellowship of the church. (107-107.1, 129.24)
- 110.2 The committee will study and recommend to the church board and the ministries of the church ways to emphasize evangelism in the total life of the church.
- 110.3 The committee will serve to carry out the denominational programs of evangelism.
- 110.4 The committee will urge new converts to qualify for church membership through a regular devotional life, study of the Bible, and study of the *Manual*. A person can do this individually or in a pastor's membership class. Members received by profession of faith help preserve the results of evangelism.
- 110.5 The committee will attempt to bring new members into full fellowship and active service in the church.
- 110.6 The committee will work with the pastor to develop an on-going program of spiritual guidance for new members.
- 110.7 The committee will recommend to the church board, after nomination by the pastor, evangelists for evangelistic services. It is recommended that, every year, the local church holds at least one series of evangelistic services. A tenured, commissioned, or registered evangelist should conduct these services.
- 110.8 A pastor cannot receive people into full membership of the local church until he or she consults with the Evangelism and Church Membership Committee.

### D. Change of church membership

- 111 **Transfer.** The pastor may grant a transfer of church membership to another Church of the Nazarene when a member re-



quests it. The form for this is in paragraph 817. This transfer is valid for three months. When the receiving church consents to the transfer, the person's membership in the former church ceases. (818)

- 111.1 **Commendation.** The pastor may grant a "Certificate of Commendation" to another evangelical church when a member requests it. The form for this is in paragraph 815. If the pastor issues the certificate, the person's membership in the local church immediately ceases. (112.2, 539.5, 815)

## **E. Termination of church membership**

- 112 **Ministers.** A pastor must immediately report to the Ministerial Credentials Board or the Board of Ministry when a district licensed or ordained minister who is also a member of the local church joins another denomination or ministry. The district board will investigate the situation to determine the status of the minister. If it determines the minister should be removed from the district's roster of ministers, the pastor will also remove the person from the church's membership roll. The pastor will then update the roll with the words, "Removed by uniting with another church, denomination, or ministry on (date)." (532.9, 538.10, 538.13-538.14)

- 112.1 **Laypersons.** A lay member of a local church may lose his or her membership in the following ways:

- <sup>a</sup> • The member joined another religious organization as a member.
- <sup>b</sup> • The member becomes ordained or accepts a license to preach in another religious organization.
- <sup>c</sup> • The member engages in independent or missionary work with another organization.

- <sup>d</sup> A member can avoid this action by receiving the written, annual approval of the local church board and the District Advisory Board.

- 112.2 **Release from membership.** The pastor may grant a "Letter of Release" from membership if a member requests it. The form for this is in paragraph 816. If the pastor issues the letter, the person's membership in the local church immediately ceases. (111.1, 112)

- 112.3 The church board may take action to remove a member's name from the church's membership roll two years after the member is declared "inactive." After such an action, the pastor will update the membership roll with the words, "Removed by the church board on (date)." (109, 133)

## **F. Local church meetings**

- 113 **Definition.** An official meeting of the members of a local church to discuss and conduct its business is "a church meeting." All church meetings will follow applicable laws, articles of incorporation, and the bylaws of church government in the *Manual*. All legislative meetings of the Church of the Nazarene will use the most current edition of *Robert's Rules of Order Newly Revised* for parliamentary procedure. (34, 104, 113.7-113.8, 115, 518)
- 113.1 **Right to vote.** Full members who are active in the church and are 15 years old or older are entitled to vote in a church meeting. (107.3, 109-109.4)
- 113.2 There is no provision for absentee voting in church meetings.
- 113.3 **Business.** A church meeting may conduct any business, including elections, that is not otherwise provided for in the *Manual*. All business will be conducted in harmony with the spirit and order of the church.
- 113.4 **Local laws.** When local laws require a specific procedure to call or conduct a church meeting, the local church will strictly follow it. (142)
- 113.5 **Presiding officer.** The pastor is the ex-officio president of the local church. Either the pastor, the district superintendent, or the general superintendent in jurisdiction will preside at annual or special church meetings. Either superintendent may appoint someone else to preside in his or her place. (213.1, 307.10, 516.15)
- 113.6 **Secretary.** The secretary of the church board is the secretary of all church meetings. If he or she is absent, the church meeting will elect a temporary secretary. (135.4)
- 113.7 **Annual church meeting.** A local church will hold an annual church meeting within 90 days prior to the meeting of the district assembly. The church must make a public announce-

ment of the meeting, from the pulpit, on at least two Sundays before the meeting. The church board may approve that the annual church meeting be held on more than one day or in more than one service.

**113.8 Special church meetings.** The pastor may call a special church meeting at any time. The church board may also call a special meeting if it receives permission from the pastor, the district superintendent, or the general superintendent in jurisdiction.

- <sup>a</sup> The church must make a public announcement of the meeting, from the pulpit, in at least two regular services before the meeting. In addition, if local laws require a specific procedure to call a special church meeting, the local church will strictly follow it. (104, 113.1, 115-115.1, 123-123.7, 137, 139, 142.1, 144)

**113.9 Reports.** The annual church meeting will receive reports from the following:

- <sup>a</sup> • The pastor
- <sup>b</sup> • The SDMI superintendent
- <sup>c</sup> • The president of the NYI
- <sup>d</sup> • The president of the NMI
- <sup>e</sup> • The deaconesses
- <sup>f</sup> • The local ministers
- <sup>g</sup> • The secretary
- <sup>h</sup> • The treasurer of the church board  
(135.2, 136.5, 146.6, 152.2, 508, 516.7, 531.1)

**113.10 Nominating committee.** The local church will use a nominating committee unless the *Manual* requires a different process for elections. This committee will nominate for election officers, members of boards, and district assembly delegates.

- <sup>a</sup> The pastor appoints the members of the nominating committee each year, and the church board votes whether to approve the committee. The pastor is the chairperson, and it will have between two and six additional members. All persons nominated by the committee will affirm that they have the characteristics required of church officers in paragraph 33.

- 113.11 Elections.** The annual church meeting will elect, by ballot, members to the following positions:
- <sup>a</sup> • The stewards (113.12)
  - <sup>b</sup> • The trustees (113.12)
  - <sup>c</sup> • The SDMI superintendent
  - <sup>d</sup> • The members of the SDMI Board
  - <sup>e</sup> Those elected must be active members of the local church. They will serve for the next church year and until their successors are elected and qualified. A church meeting may approve, by a majority vote, that those elected will serve for two years instead of one. Local churches should elect church officers who have the characteristics required of church officers in paragraph 33.  
(33, 127, 137, 141, 142.1, 145-147)
- 113.12** Where local laws permit, the local church meeting may approve, by a majority vote, an alternate way of electing stewards and trustees. The local church must elect a sufficient number of church board members. It then authorizes the church board to designate its members as stewards and trustees in harmony with paragraphs 137 and 141. When a local church elects a church board in this manner, it will organize itself into committees to carry out its assigned responsibilities. If a church elects an education committee, that committee will serve as the Education Committee of the church board. (145)
- <sup>a</sup> A local church may develop other ways to organize itself for ministry and mission. The district superintendent and the District Advisory Board must first approve in writing these alternatives. All organizational structures must comply with local laws. (145-145.10)
- 113.13** Where local laws permit, an annual church meeting may approve, by a majority vote, an alternative to one-year terms for church board members. It may stagger the terms and elect one-half of its church board members for two-year terms or one-third of its church board members for three-year terms. In either case, it must designate an equal number to be elected annually. The number of stewards and trustees elected must comply with paragraphs 137 and 141. The district su-

perintendent must first approve in writing such an alternative before the vote.

**113.14** The annual church meeting will elect, by ballot, lay delegates to the district assembly. As an alternative, it may approve by a majority vote to allow the pastor to recommend delegates. The church board will then vote whether to approve them as delegates. The General Assembly establishes the number of delegates. All delegates must be active members of the local church. (107.3, 113.11, 201-201.2)

**113.15** For church-type missions, the pastor may appoint delegates to the district assembly based on paragraphs 33, 201.1, and 201.2. Likewise, he or she may appoint delegates to district conventions according to the NYI Charter, the NMI Constitution, and the SDMI Bylaws. (100.1, 810, 811, 812)

## **G. The local church year**

**114, 114.1** The District Advisory Board will establish the exact date of the beginning and close of the statistical year for the district. Local churches on the district will observe it as their administrative year, which is also called the church year. The statistical year will close within 90 days prior to the district assembly. The new statistical year will begin the next day. (225.1)

## **H. Calling a pastor**

**115** **The pastoral call.** A local church may call as its pastor an ordained elder or district licensed minister (elder track). This call requires a two-thirds vote by ballot at a properly called church meeting (annual or special). Members must be present and of voting age to vote. Before the vote, the following must happen:

1. The district superintendent approves the candidate's nomination.
2. The District Advisory Board approves the candidate's nomination in the following cases:

- <sup>a</sup> • The candidate is a member of that local church.
- <sup>b</sup> • The candidate serves as an associate of that local church (paid or unpaid).

3. The church board nominates the candidate to the church by a two-thirds vote by ballot of all its members.
- <sup>c</sup> The call of a pastor and his or her continuing service will be reviewed regularly.  
(119, 122-125.5, 129.2, 159.8, 211.10, 225.16, 514, 532, 533.4, 534.3)
- 115.1** When a local church calls someone as pastor, he or she will give a response no later than 15 days from the date of the church meeting.
- 115.2** The church board and the pastor should clearly communicate their goals and expectations to each other in writing.  
(122, 129.3-129.4)
- 115.3** After a pastor begins serving, the pastor and the congregation may participate in an installation or bonding service. The service will celebrate the unity and direction concerning the will of God. If possible, the district superintendent will lead the service.
- 115.4** **Pastor's salary.** When a local church notifies the pastoral candidate of the call, it will propose salary, wages, or other financial arrangements. The church board determines this amount. When the church or the church board reaches an agreement on the pastor's salary, it will consider the payment a moral obligation.
- <sup>a</sup> The local church should also pay for the pastor's traveling and moving expenses.
- <sup>b</sup> It is possible that a local church cannot continue to pay a pastor's salary. Such an inability or failure is not sufficient cause for a civil action against the church or the District Advisory Board by the pastor. The church or the District Advisory Board will not be legally responsible for any amount that exceeds the funds raised during the term of the pastor's service and not otherwise designated.
- <sup>c</sup> If a civil action is taken against the church or District Advisory Board by a pastor or former pastor, the district may take steps to obtain the minister's credential. Once the credentials are obtained, the district may remove the minister's name from the roster of ministers.

(32-32.3, 129.8-129.9)

- 115.5** The pastor's salary or wages will begin on the Monday before the first Sunday of his or her service to the local church.
- 115.6** Local churches may consider alternative plans for pastoral support in cooperation with their district. (32.3, 129.8)
- 116** **Maternity or paternity leave.** Local churches should affirm the value of family and the importance of a peaceful, holistic life. Because pastors and ~~associate pastors~~ should be models of such a life, the local church should consider providing maternity and paternity leave. District superintendents should encourage local churches to adopt such policies and help the churches to develop them. Such policies may contain the following provisions:
- <sup>a</sup> • The church board and the pastor should establish the timing and duration of maternity or paternity leave in advance. This would include anticipated childbirth or adoption.
  - <sup>b</sup> • Maternity or paternity leave should be in addition to vacation and separate from it.
  - <sup>c</sup> • The local church, the pastor, and district superintendent should arrange for a supply pastor during maternity or paternity leave.
  - <sup>d</sup> • During maternity or paternity leave, the pastor's full salary and benefits should continue. Any other arrangement must be in writing and signed by the pastor, secretary of the church board, and the district superintendent.
- 117** **Pastoral appointments.** The district superintendent may appoint or reappoint a pastor if one of the following conditions apply:
- <sup>a</sup> • The church has been organized for fewer than five years.
  - <sup>b</sup> • The church had fewer than 35 members voting in the previous annual church meeting.
  - <sup>c</sup> • The church receives regular financial assistance from the district.
  - <sup>d</sup> The district superintendent's appointment requires the consent of the District Advisory Board. (211.17)

- 117.1 If a local church has an appointed pastor, it may call its own pastor if the following conditions apply:
- <sup>a</sup> • The church has been organized for at least five years, or the church had more than 35 members voting in its previous annual church meeting.
  - <sup>b</sup> • The pastor has served as its appointed pastor for at least two years.
  - <sup>c</sup> The process must include the following steps:
    1. A review of the relationship between the church and the pastor. (122)
    2. A majority vote of the church board members who are present
    3. Approval of the district superintendent
    4. Approval of the District Advisory Board
  - <sup>d</sup> The date of the final approval will be the anniversary date of the four-year regular review of the relationship between the church and the pastor. (123)
- 118 **Appeal of pastoral arrangements.** A church board and the district superintendent may disagree about pastoral arrangements. If this happens, the church board or the district superintendent may submit the matter to the general superintendent in jurisdiction for a decision. The church board or the district superintendent may appeal the decision to the Board of General Superintendents. All appeals, rebuttals of appeals, or supporting statements must be in writing. The church board and the district superintendent will send each other copies of any appeals, rebuttals of appeals, or supporting statements.
- <sup>a</sup> The minutes of the church board will include the reasons that support its decision to appeal and a record of the vote to appeal.
  - <sup>b</sup> The appeal process will immediately end in the following cases:
    - <sup>c</sup> • The minister withdraws his or her name from consideration to be the pastor.
    - <sup>d</sup> • The pastoral candidate is no longer available for consideration.



- ° If the appeal process terminates, the district superintendent and the church board will continue to make pastoral arrangements.
- 119 If the district assembly does not renew the district minister's license of a pastor, his or her call to the local church will end. The final date of the call will be the end of the district assembly.
- 120 **Pastoral resignation.** If a pastor wants to resign from a pastoral assignment, he or she must follow this process:
1. The pastor consults with the district superintendent.
  2. The pastor gives a written resignation to the church board at least 30 days prior to the end of the pastoral arrangements.
  3. The pastor sends a copy of the resignation to the district superintendent.
  4. The district superintendent gives written approval.
- ° The final date will be within 30 days of when the church board receives both the written resignation and the district superintendent's written approval.
- 120.1 The pastor who resigns and the secretary of the church board will prepare an up-to-date church membership roll. It will include the current addresses of all church members. The roll must agree numerically with the most recent, published district minutes. The pastor and secretary will include any deletions or additions since then.
- 121 **Co-pastors.** A congregation may choose to call co-pastors. Such an arrangement requires the recommendation of the church board and the approval of the district superintendent. The following conditions apply when a church calls co-pastors:
- °
    - The co-pastors will work with the church board to develop a plan for shared responsibility and authority. The district superintendent will direct the development of the plan.
  - <sup>b</sup>
    - Co-pastors are equals in their role as pastors of the church. If required by law, the church board will designate one of the pastors to serve as the presiding officer of the church.

He or she will serve as president of the corporation and chairperson of the church board.

- c • The district superintendent will arrange for a review of the relationship between the church and the pastor. (123-123.7)
- d • A church that has an appointed pastor or a pastor who has served fewer than two years is not eligible to call co-pastors.
- e A local church may add one or more ministers as co-pastors by following the process found in paragraph 115. The following additional conditions apply:
  1. The district superintendent must approve the co-pastor arrangement.
  2. The church board, by a favorable two-thirds vote of all its members, must agree to add a co-pastor.
  3. A co-pastor candidate must receive a favorable two-thirds vote of members voting at a church meeting.
- f If a candidate for co-pastor receives a favorable two-thirds vote, all co-pastors will begin a new two-year term as of that day. The district superintendent will schedule a regular review of the relationship between the church and co-pastors. This regular review will occur within 60 days of the second anniversary of the most recent pastoral vote. (115, 123-123.7).

**121.1 Resignation or termination of a co-pastor.** If a co-pastor resigns or is terminated, the district superintendent will conduct a regular review of the relationship between the church and the pastor within 60 days. The district superintendent may appoint a representative to conduct the review. (123-123.7)

- o The church board may decide not to continue with a co-pastor arrangement. If this happens, the district superintendent must first approve the new arrangement, followed by a two-thirds favorable vote of the local church membership.

## I. The review of the relationship between the church and the pastor

122 **Expectations and goals.** Every year, the pastor and the church board will meet to discuss and renew the expectations and goals of the church and the pastor. Together, they will update the written understanding of goals, plans, and objectives of the church and the pastor. They will send the updated written understanding to the district superintendent. (115.2, 129.4)

122.1 **Resolving disagreements between the church and the pastor.** Pastors and congregations will work together to understand clearly each other's expectations. They will resolve differences by sincerely following biblical principles, including those found in Matthew 18:15-20 and Galatians 6:1-5. In a spirit of cooperation and reconciliation within the church, they will follow this process:

1. Members of the congregation, both individually and in groups, are encouraged to resolve their differences with the pastor. They should discuss the differences face-to-face with the pastor or discreetly with a church board member. Church board members, individually or in groups, should try to resolve differences by discussing them face-to-face with the pastor.
2. It is possible that face-to-face discussions will fail to resolve the differences. If this happens, the one who has a complaint should seek the help of one or two spiritually mature members of the local church. These members or the church board should help resolve the differences.
3. If both face-to-face and small-group efforts fail, the one who has a complaint should bring the differences to the full church board. If this happens, the church board will work to resolve the differences in a spirit of love, acceptance, and forgiveness. The board will always conduct itself in harmony with church discipline.

(123-126.2, 129.1)

## **J. Renewing the relationship between the church and the pastor**

- 123**      **The regular review of the relationship between the church and the pastor.** The church board, together with the district superintendent, will conduct a regular review of the relationship between the church and the pastor. The district superintendent may choose an ordained minister or a layperson as his or her representative. A regular review will happen within 60 days of the second anniversary of pastoral service and every four years after that.
- °      At this review, the question of continuing the relationship between the church and the pastor will be discussed. The objective of this meeting is to discover a consensus without the need for a formal church board vote.
- 123.1**      The district superintendent, in consultation with the pastor, will schedule the review with the church board. The district superintendent will conduct the review, or he or she may choose an ordained minister or a layperson to do so. The district superintendent will determine the review process. The reviews will be conducted in an executive session, which is the church board and the pastor meeting privately.
- °      The district superintendent or his or her representative may choose to conduct a portion of the review without the pastor present.
  - <sup>b</sup>      If the pastor's spouse is a member of the church board, he or she will not participate in the review. The district superintendent or his or her representative may also ask other immediate family of the pastor not to attend the review. "Immediate family" means spouses, children, siblings, or parents.
- 123.2**      On the Sunday before the meeting, the church will make a public announcement explaining the purpose of the review. The announcement may be oral or printed.
- 123.3, 123.4**      The church board may vote to ask the church membership whether to continue the pastoral call. This requires a two-thirds vote by ballot of the members of the church board present and voting. Otherwise, the relationship between the church and the pastor will continue.

- 123.5 If the church board votes to ask the church membership whether to continue the pastoral call, the following must happen:
- <sup>a</sup> • The question will be presented at a special church meeting that will be called for this purpose.
  - <sup>b</sup> • The meeting will be held within 30 days of the church board's vote.
  - <sup>c</sup> • The question will be presented in this form: "Should the present relationship between the church and the pastor continue?"
  - <sup>d</sup> • A two-thirds vote by ballot is required to continue the relationship, except where local law requires otherwise.
- 123.6 If the special church meeting votes to continue the relationship between the church and the pastor, the pastoral call will continue as if a vote was not taken. Otherwise, the relationship between the church and the pastor will end on a date set by the district superintendent. The date will be between 30 and 180 days following the vote.
- <sup>a</sup> If the pastor chooses not to proceed with the congregational vote, he or she will submit a resignation. The same is true if the pastor decides not to accept the result of the vote. If this happens, the relationship between the church and the pastor will end on a date set by the district superintendent. The date will be between 30 and 180 days following the pastor's decision not to proceed or accept the congregational vote. (120)
- 123.7 As a part of the regular review, the pastor and church board will make a report to the district superintendent. The report will give details about their progress toward fulfilling the mission, vision, and core values of the church.
- 124 The chairperson of the committee that counts the votes will personally inform the pastor of the results before any public announcement.
- 125 **The special review of the relationship between the church and the pastor.** In between regular reviews, the church board may hold a special review of the relationship between the church and the pastor. To call a special review requires a ma-

majority vote of all members of the church board. The district superintendent, or an elder appointed by him or her, must be present and serves as the chairperson of that meeting.

**125.1-125.5** The district superintendent must approve a special review. A special review will follow the procedures stated in 123.1 through 123.6 except that a public announcement of the church meeting is not required. (113.8, 123-124)

**126** **A local church in crisis.** When a district superintendent learns that a local church is approaching a crisis, he or she will work to prevent it. First, the district superintendent must receive the approval of the district advisory board to appoint members to a review committee. The review committee will examine the situation and set procedures to avoid the crisis. The committee will have four members: two lay members and two assigned ordained ministers of the District Advisory Board. The district superintendent will serve as chairperson. (211.3)

**126.1** If the crisis cannot be avoided, a local church may be declared “in crisis” for various reasons: financial, morale, or otherwise. If the crisis seriously affects the stability and future of the church, the district superintendent and the District Advisory Board may take the following actions:

- • The district superintendent may ask the local church to vote whether to continue the relationship between the church and the pastor. If this happens, the procedure will be the same as if the church board had requested the vote under paragraphs 123 through 123.7. The district superintendent may appoint a member of the District Advisory Board as his or her representative.
- <sup>b</sup> • The district superintendent may terminate the pastoral call or dissolve the church board. He or she must first receive the approval of the general superintendent in jurisdiction and the majority vote of the District Advisory Board.
- <sup>c</sup> If a church is “in crisis,” the district superintendent may appoint members of the church board. He or she must first receive the approval of the District Advisory Board. The District Advisory Board will send a notice of this action to

the general superintendent in jurisdiction within 30 days. (211.3)

- 126.2 The district superintendent may recommend that the District Advisory board declare a church to be “out of crisis.” This can happen if the district superintendent is convinced that the church fulfilled all of the conditions set by the review committee. The church must be ready to resume its ministry under normal circumstances. The District Advisory Board must first approve the declaration by a majority vote and notify the general superintendent in jurisdiction within 30 days. (211.4)

### **K. The church board**

- 127 **Membership.** Every local church will have a church board with the following members:

- <sup>a</sup> • The pastor
- <sup>b</sup> • The SDMI superintendent
- <sup>c</sup> • The president of the NYI
- <sup>d</sup> • The president of the NMI
- <sup>e</sup> • The stewards
- <sup>f</sup> • The trustees
- <sup>g</sup> • The members of the SDMI board if the annual church meeting elected it to serve as the Education Committee

<sup>h</sup> Local churches should elect church officers who have the characteristics listed in paragraph 33.

<sup>i</sup> If the NMI president is the pastor’s spouse, he or she may choose not to serve on the board. In this case, the vice president may serve. If the pastor’s spouse is a member of the board, he or she will not participate in reviews of the relationship between the church and the pastor.

<sup>j</sup> A church board will have no more than 25 regular church board members. Ordained ministers, district licensed ministers, and paid employees of the local church are not eligible to serve on the local church board. The pastor and the district superintendent may approve exceptions to allow an ordained or district licensed minister to serve.

<sup>k</sup> The pastor and church board may request that an unassigned district licensed minister serve on the board. The district superintendent will then decide whether to grant the request. The following restrictions will apply:

- <sup>l</sup> • The minister must be a student enrolled in the course of study or in a Nazarene institution of higher education.
- <sup>m</sup> • The minister will not participate in any action of the board to recommend the renewal of his or her district license.

(33, 113.11, 137, 141, 145-147, 152.2, 159.4)

**127.1** If a local church does not have a pastor at the time of the annual church meeting, the district superintendent will chair the local nominating committee. The committee may choose to call a special church meeting. The members who are voting age and present will vote by ballot on whether to keep the current church board for another church year. The district superintendent must first approve the plan, and the special meeting must happen at least 30 days before the annual meeting. If the special church meeting does not vote for the plan, the annual meeting will elect the church board as usual.

**128** **Meetings of the church board.** A newly elected church board may meet before the beginning of the church year to organize itself. It will elect a secretary, treasurer, and other officers as authorized by the *Manual*.

<sup>a</sup> *Regular meetings.* The church board members will begin their terms at the beginning of the church year. They will meet at least once every two months.

<sup>b</sup> *Special meetings.* The pastor, district superintendent, or secretary of the church board may call special meetings of the church board. The secretary will not call a special meeting without the approval of the pastor. If there is no pastor, the secretary must receive the approval of the district superintendent to call a special meeting.

<sup>c</sup> *Electronic meetings.* The church board may meet and vote electronically. Voting at these meetings will have the same authority as when the members meet in person. (129.19-130)



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*The business and duties of the church board*

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- 129, 129.1** In harmony with the pastor, the church board will care for the church and its work. It may conduct any business that is not otherwise provided for in the *Manual*. (155, 518)
- 129.2** The church board will consult with the district superintendent to nominate a candidate to be the pastor. The candidate may be an elder or district licensed minister (elder track) as long as the nomination is in harmony with paragraph 115. (159.8, 211.10, 225.16)
- 129.3** The church board will cooperate with an incoming pastor to develop a clearly written statement of goals and expectations. (115.2)
- 129.4** The church board, together with the pastor, will conduct an annual planning session. The purpose of the session will be to update a clearly written understanding of expectations, goals, plans and objectives. (122)
- 129.5** While there is no pastor, the church board will arrange for a ~~supply pastor~~, with the approval of the district superintendent. (212, 524)
- 129.6** The church board will develop and adopt an annual budget for the church, the NMI, the NYI, the SDMI, and any child-care programs or schools. The budgets will show anticipated income and expenditures. (151, 400.2)
- 129.7** The church board will assign a committee to monitor the church budget. It will report on the financial conditions and concerns of the church.
- 129.8** The church board will determine the pastor's salary and benefits, including retirement benefits. It will review them at least once a year. (32.3, 115.4, 115.6, 123-123.7)
- 129.9** The church board will arrange ~~the method and resources to~~ support the pastor, a ~~supply pastor~~, and other paid workers of the church. The church board is expected to encourage lifelong learning opportunities for the pastor and staff. It is wise to plan those opportunities and provide budget for them. (115.4)

- 129.10** The church board should provide a sabbatical for the pastor during each seventh year of consecutive service to one congregation. This will encourage a healthy pastoral ministry and a strong spiritual life of the pastor. The church board will consult with the district superintendent about the arrangements for a sabbatical. The pastor, church board, and district superintendent will determine the timing and duration of it.
- <sup>a</sup> If at all possible, the pastor's full salary should continue during the sabbatical. The church board should also arrange for pulpit supply during this time. The district superintendent should discuss these issues as part of the regular review of the relationship between the church and the pastor. The discussions should start in the review of the second year. If the relationship between the church and the pastor continues to thrive, the discussions will continue in the sixth year.
  - <sup>b</sup> The church board may decide to offer sabbaticals to other members of the pastoral staff. Global Clergy Development will create materials to guide local congregations as they make plans and policies for sabbaticals.
- 129.11** The church board will determine the financial support and housing allowance an evangelist should receive. The board will notify the evangelist of the minimum support offered when it calls him or her to hold evangelistic services.
- 129.12** The church board may grant a license or renew the license of a local minister or a lay minister. The pastor must first recommend the person for the license or the renewal. (503.3-503.5, 531.1-531.3, 813)
- 129.13** The church board may recommend a person to the district assembly to receive a certificate for any of the roles of ministry. This includes all lay and ministerial candidates who want recognition for ministries beyond the local church if required by the *Manual*. The pastor must first approve the candidate. (505-528)
- 129.14** The church board may recommend to the district assembly a person who wants to receive or renew a district minister's district license. The pastor must first nominate the person. (531.5, 532.1)

- 129.15 The church board may recommend to the district assembly the renewal of a deaconess' license. The pastor must first nominate the person for renewal. (508)
- 129.16 The church board will elect a director of children's ministries and a director of adult ministries. The SDMI board must first nominate the persons, and the pastor must first approve them. (145.6)
- 129.17 The church board will vote whether to approve the NYI president elected by the local NYI, according to the NYI Charter. (810)
- 129.18 The church board will vote whether to approve the selection of the administrators of any childcare programs or schools. (151, 159.1, 211.13, 400.2, 516.10)
- 129.19 The church board will elect a secretary who has the characteristics required of church officers in paragraph 33. This election will be at the first meeting of the new board.
- ° The secretary must be a church member. The secretary will not be able to vote unless the church meeting elected him or her to the church board. The secretary will serve until the close of the church year and until a successor is elected and qualified. (33, 113.6-113.8, 113.11, 128, 135.1-135.7)
- 129.20 The church board will elect a treasurer who has the characteristics required of church officers in paragraph 33. This election will be at the first meeting of the new board.
- ° The treasurer must be a church member. The treasurer will not be able to vote unless the church meeting elected him or her to the church board. The treasurer will serve until the close of the church year and until a successor is elected and qualified.
  - <sup>b</sup> A member of the pastor's immediate family cannot serve as treasurer without the approval of the district superintendent and the District Advisory Board. "Immediate family" means spouses, children, siblings, or parents. (33, 113.7-113.8, 113.11, 128, 136.1-136.6)
- 129.21 The church board will oversee a careful accounting system for all the church's finances. This includes all money received and disbursed by the church, childcare programs, schools,

NMI, NYI, and SDMI. It will receive a financial report at its regularly scheduled meetings, and it will make a report to the annual church meeting. (136.3-136.5, 151, 400.2)

**129.22** The church board will appoint a committee to count all money received by the church. The committee must have at least two members and must give a proper report of all the money it counts.

**129.23** Every year, the church board will appoint a committee to examine and audit the church's finances. The audit may be performed by an auditing committee, a committee of independent examiners, or other qualified persons. It must meet recognized, professional standards and the minimum standards required by local laws, if applicable. The audit will include all financial records of the church, including the records of the treasurer, the NYI, the SDMI Board, and any childcare programs or schools.

° The pastor will have access to all records of the local church.

**129.24** The church board will appoint an Evangelism and Church Membership Committee of at least three persons. (110)

**129.25** The church board will function, if needed, as the SDMI Board in churches that have fewer than 75 members. (145)

**129.26** If written charges are made against a church member, the church board will appoint a trial committee of five members. (605)

**129.27, 129.28** A church board will vote whether to elect any paid associates for the local church. The pastor must first nominate the associate, and the district superintendent must give written approval. The district superintendent's written approval is required every year for a local minister or a district licensed minister to serve as an unpaid associate pastor. (115.6, 151, 159-159.1, 211.13)

**129.29** The church board will create a long-range planning committee for the church with the pastor as ex-officio chairperson.

**129.30** The church board will adopt and implement a plan to reduce the risk of misconduct by those in positions of trust or authority. The local church must consider its unique circumstances when making the plan.

- 130, 131 Stewardship.** The church board, together with the pastor, will support the World Evangelism Fund and the district ministry funds. It will follow the plans adopted by the Board of General Superintendents and the General Board for these funds. The church board will regularly send these amounts to the general treasurer and district treasurer. For a definition of “stewardship,” see paragraphs 32-32.5. (317.10, 335.7)
- 132** The church board of a newly organized church will perform the duties of the SDMI board until it can elect one. (145)
- 132.1** The church board and the pastor of a newly organized church will decide when to elect an SDMI superintendent. (129.25, 145, 146)
- 133** After two years listed as “inactive,” the church board may remove a church member from the membership roll. (109-109.4, 112.3)
- 134** The church board may suspend or revoke a local minister’s license.

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*The duties of the secretary of the church board*

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- 135, 135.1** The secretary will correctly record the minutes of all church meetings and church board meetings. He or she will faithfully safeguard the minutes. The secretary will identify all voting members who are present or absent at church board meetings to clearly indicate a quorum. The secretary will do other tasks that the role might require. (120.1, 129.19)
- 135.2** The secretary will present a report to the annual church meeting. It will give the details of the major activities of the local church, including membership statistics. (113.9)
- 135.3** The secretary will safeguard the important documents of the church. This includes papers, records, legal documents, deeds, abstracts, insurance policies, loan documents, church membership rolls, historical records, church board minutes, and the documents used to incorporate the church. He or she will keep these documents in a fireproof or secure safe. The safe may be at the local church, or, if possible, at a local bank or similar company. The pastor and the church treasurer will, at all times, share access to the safe. The secretary

will deliver the care of these documents immediately to his or her successor.

- 135.4** The secretary will be the secretary of all annual and special church meetings. He or she will safeguard the minutes and other papers of these meetings. (113.6)
- 135.5** The secretary will certify to the district superintendent the results of votes about the pastor's relationship with the church. The certification must be in writing. This includes the vote to call a pastor and the vote on whether to continue the relationship between the church and the pastor. The secretary will send certifications within one week of the vote.
- 135.6** When a church does not have a pastor, the secretary will send minutes to the district superintendent. This includes the minutes of church meetings and meetings of the church board. The secretary will send the minutes within three days of the meeting.
- 135.7** The secretary will sign, together with the pastor, important legal documents. This includes mortgages, releases of mortgages, contracts and other documents not mentioned elsewhere in the *Manual*. (102.3, 103-104.2)

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*The duties of the treasurer of the church board*

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- 136, 136.1** On behalf of the church, the treasurer will receive all money, unless the *Manual* provides for it to be sent to a different office. He or she will carefully disburse the money according to the orders of the church board. (129.21)
- 136.2** Every month, the treasurer will send the district funds to the district treasurer and the general funds to the general treasurer. He or she will send the money through the appropriate office, unless other provisions are made. (516.9)
- 136.3** The treasurer will keep an accurate record of all funds received and disbursed. (129.21)
- 136.4** Every month, the treasurer will distribute a detailed financial report to the church board. (129.21)
- 136.5** Every year, the treasurer will give a financial report to the annual church meeting. (113.9, 129.21)

- 136.6 The treasurer will deliver to the church board the complete treasurer's records as soon as his or her assignment ends.

## **L. The stewards**

- 137 An annual or special church meeting will elect by ballot the stewards of the local church. The church will have at least three and no more than thirteen stewards. All stewards must be members of the church. They will serve until the end of the church year and until their successors are elected and qualified. (33, 113.7, 113.11, 127)

### *The duties of the stewards*

- 138, 138.1 If the church does not have a church growth committee, the stewards will serve in its place. They will be responsible for outreach, evangelism, and promoting new churches and church-type missions. The pastor is the ex-officio chairperson of the committee.
- 138.2 The stewards will help support the needy and distressed. One of the biblical roles of lay leaders is to serve in areas of practical needs. Therefore, stewards should offer their time and spiritual gifts in acts of service, administration, encouragement, mercy, visitation, and other ministries (Romans 12:6-8).
- 138.3 The church board may ask the stewards to serve as the Evangelism and Membership Committee. (110-110.8)
- 138.4 The stewards will help the pastor to organize Christian service opportunities for church members. They should develop opportunities in the community around the church, especially among those of other cultures, economic position, and social status.
- 138.5 The stewards will be the liaisons to Christian action groups and service organizations in their community.
- 138.6 The stewards will help the pastor in public worship and Christian nurture in the local church.
- 138.7 The stewards will prepare the elements for the Lord's Supper. If the pastor requests, they will help him or her distribute the elements. (29.5, 515.4)

139 A regular or special church meeting may fill a vacancy among the stewards. (113.8)

140 The stewardship committee is composed of all the stewards. It will work with the pastor and Stewardship Development to promote the cause of Christian stewardship in the church. Christian stewardship includes all of life's resources. (32-32.5)

### **M. The trustees**

141 The church will have at least three and no more than nine trustees. All trustees must be members of the local church. They will serve until the end of the church year and until their successors are elected and qualified. (33, 113.11, 127)

142 The church will strictly follow local laws if they require a specific way of electing church trustees. (113.4)

142.1 If local law does not require a specific way to elect trustees, an annual or special church meeting will elect them by ballot. (113.7, 113.11)

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#### *The duties of the trustees*

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143, 143.1 The trustees will hold title to church property and manage it for the church in the following cases:

- a • If the local church is not incorporated
- b • If local laws require it
- c • If the district superintendent or the District Advisory Board considers it is best for the church based on paragraphs 102—104.4

143.2 The trustees will guide the development of the buildings and financial planning, unless the church board makes other arrangements.

144 A regular or special church meeting may fill a vacancy among the trustees. (113.8)

### **N. The local SDMI Board**

145 Each local church will establish a Sunday School and Discipleship Ministries International (SDMI) Board, or an education committee. It will report to the church board, and the annual church meeting will elect its members. If a church



has 75 or fewer members, the church board may perform the duties of the committee. The members of the board are as follows:

- <sup>a</sup> • The SDMI superintendent (ex-officio)
- <sup>b</sup> • The pastor (ex-officio)
- <sup>c</sup> • The NMI president (ex-officio)
- <sup>d</sup> • The children's ministries director (ex-officio)
- <sup>e</sup> • The adult ministries director (ex-officio)
- <sup>f</sup> • At least three but no more than nine church members elected at the annual church meeting

<sup>g</sup> The annual church meeting may elect members for staggered terms of two years and until their successors are elected and qualified. A regular or special church meeting may fill a vacancy in the board.

<sup>h</sup> Instead of a SDMI Board, a church may choose to elect an education committee. If so, it will follow the requirements of the *Manual* for the minimum number of stewards and trustees. The ex-officio members mentioned above will be members of the education committee, though some may not be members of the church board.

<sup>i</sup> Local churches should elect members who have the characteristics required of church officers in paragraph 33.

*The duties and powers of the SDMI Board or Education Committee*

145.1. The SDMI board will plan, organize, promote, and conduct the ministry of Christian education for the local church. It will do this under the direct care of the pastor, the leadership of the SDMI superintendent, and the direction of the church board.

- <sup>a</sup> The ministries of Christian education will be conducted according to the following.
- <sup>b</sup> • The objectives of the Church of the Nazarene
- <sup>c</sup> • The directives established by the General Board
- <sup>d</sup> • The directives established by Global Missions, Adult Ministries, NYI, and Children's Ministries
- <sup>e</sup> Sunday school, Bible studies, and small groups, along with the preaching ministry, provide the core of the church's

study of the Bible and doctrine. The SDMI Board should provide curriculum and programs for adults, youth, and children. It should also provide opportunities for biblical doctrines to become part of the life of the congregation. These opportunities include the following:

- f* • Caravan program
- g* • Vacation Bible School
- h* • Childcare programs
- i* • Schools
- j* • Singles ministries
- k* • Annual and special events and training

(516.15)

**145.2** The SDMI board will work to reach the largest number of unchurched people for Jesus Christ and the church. They will accomplish this task in the following ways:

- a* • Bringing them into the fellowship
- b* • Teaching the Word of God effectively
- c* • Bringing them to personal salvation
- d* • Teaching the doctrines of the Christian faith
- e* • Developing Christlike character, attitudes, and habits
- f* • Helping to establish Christian homes
- g* • Preparing believers for membership in the church
- h* • Equipping believers for appropriate Christian ministries

**145.3** The SDMI board will determine the curriculum of the various ministries, always using Church of the Nazarene materials to form the basis of biblical study and doctrinal interpretation.

**145.4** Following the SDMI Bylaws, the SDMI board will plan and organize all of the Sunday school and discipleship ministries of the local church. (812)

**145.5** The SDMI board will nominate one or more persons to the annual church meeting for election as SDMI superintendent. The pastor must first approve the nominee or nominees. The SDMI board will make the nominations without the current superintendent present.

- 145.6 The SDMI board will nominate a director of children’s ministries and a director of adult ministries to the church board for election. The pastor must first approve the nominees.
- 145.7 The SDMI board will elect a children’s ministries council and an adult ministries council. The directors will nominate persons to these councils. The pastor and SDMI superintendent must first approve the nominations.
- 145.8 The SDMI board will elect the supervisors, teachers, and officers of Sunday school, Bible studies, and small groups. The NYI president and the directors of children’s ministries and adult ministries will nominate them. The pastor and the SDMI superintendent must first approve the nominees before the SDMI votes whether to elect them. These leaders will have the following qualities:
- <sup>a</sup> • They testify that they are Christians.
  - <sup>b</sup> • Their lives are a good example of a Christlike disciple.
  - <sup>c</sup> • They live in harmony with the doctrines, policies, and practices of the Church of the Nazarene.
- 145.9 The SDMI board will elect a local director of Continuing Lay Training. He or she will organize, promote, and supervise regular training opportunities for SDMI workers as well as members of the church. The SDMI Board may appoint the Continuing Lay Training director as an ex-officio member of the SDMI board.
- 145.10 The SDMI board will meet regularly. At the beginning of the church year, it will elect a secretary and other officers that it may need. The pastor or the SDMI superintendent may call special meetings of the SDMI board. (113)
- 146 **The SDMI superintendent.** The annual church meeting will elect an SDMI superintendent by majority vote by ballot. Members must be present to vote. The SDMI superintendent must be a member of the local church. He or she will serve for one year and until a successor is elected. If the pastor approves, the SDMI Board may present the current SDMI superintendent for a “yes or no” vote for reelection. A regular or special church meeting will fill a vacancy of the SDMI superintendent. A newly elected SDMI superintendent will

be an ex-officio member of the district assembly, the local church board, and the local SDMI Board.

- Local churches should elect those who have the characteristics required of church officers in paragraph 33.  
(33, 113.11, 127, 145, 145.5, 201)

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*The duties and powers of the SDMI superintendent*

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- 146.1 The SDMI superintendent will have executive supervision of the SDMI in the local church.
- 146.2 The SDMI superintendent will administer the SDMI according to the SDMI Bylaws. (812)
- 146.3 The SDMI superintendent will promote programs of growth in the areas of enrollment, attendance, and leadership training.
- 146.4 The SDMI superintendent will preside over the regular meetings of the SDMI board or the education committee of the church board. He or she will lead the SDMI board in performing its duties.
- 146.5 The SDMI superintendent will submit an annual budget for SDMI to the church board.
- 146.6 The SDMI superintendent will make a monthly report to the church board and will submit a written report to the annual church meeting.
- 147 **Age-group directors and councils.** The work of SDMI is best organized by age-groups: children, youth, and adults. The local church should have a council for each age-group. This will help it to organize and oversee the work. An age-group council is composed of the age-group director and various representatives from the ministries that the church provides for that age-group. The council will work with the age-group director to plan ministries for that age-group, and it will provide support for these plans. The work of the councils is subject to approval of its director and the SDMI Board.

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*The duties of the age-group director*

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- 147.1 The age-group director will chair the age-group council that he or she directs. He or she will lead the council in orga-

- nizing, promoting, and coordinating SDMI opportunities for that age-group.
- 147.2** The age-group director will lead his or her age-group of the SDMI. He or she will promote programs of growth in the areas of enrollment and attendance in cooperation with the SDMI Board.
- 147.3** The age-group director will lead additional Sunday schools, childcare programs, schools, annual and special events, evangelism, and fellowship activities for the age-group that he or she represents.
- 147.4** The age-group director will nominate to the SDMI board the leaders of the various ministries of his or her age-group. This includes supervisors, teachers, and officers of Sunday school, Bible studies, and small groups. This does not include NYI, which will make its own nominations. The pastor and the SDMI superintendent must first approve the nominees before the SDMI board votes to elect them.
- 147.5** The age-group director must receive the approval of the SDMI Board before using supplemental curriculum.
- 147.6** The age-group director will provide leadership training for age-group workers. He or she will work with the SDMI board and the director of Continuing Lay Training to develop these opportunities.
- 147.7** The age-group director will submit an annual budget request to the SDMI Board and church board. Once approved, he or she will use the funds according to the budget.
- 147.8** The age-group director will receive the reports of the various ministries under his or her direction. He or she will give a monthly report of these ministries to the SDMI superintendent. These ministries include Sunday school, extended ministries and educational programs outside the church, discipleship activities, and Bible studies.
- 147.9** The age-group director will work with the SDMI board to coordinate all the local SDMI activities. He or she will send to the board a quarterly calendar of his or her age-group activities.

**148 The Children's Ministries Council.** The Children's Ministries Council will plan all the Sunday school and discipleship ministries for children who are 12 years old and younger in the local church. The size of the council will change as children's ministries are added when new leaders become available. The council will include at least one representative from children's Sunday school, Bible studies, or small groups. In addition, it will have representatives from the other Children's ministries, including the following:

- a* • Children's church
- b* • Caravan
- c* • Vacation Bible School
- d* • Bible quizzing
- e* • Missions education
- f* • Cradle Roll
- g* • Other ministries as needed

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*The duties of the Children's Ministries director*

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**148.1** The children's ministries director will perform all the duties assigned to age-group directors in paragraphs 147.1-147.9.

**148.2** The children's ministries director will work with the NMI executive committee of the local church to appoint a children's mission director. The children's mission director will be a member of both the NMI Council and Children's Ministries councils. The pastor and the SDMI superintendent must first approve nominees for this position.

**149 The Adult Ministries Council.** The Adult Ministries Council will plan all the Sunday school and discipleship ministries for adults in the local church. The size of the council will change as adult ministries are added when new leaders become available. The council will include at least one representative from adult Sunday school, Bible studies, or small groups. In addition, it will have representatives from the other adult ministries, including the following:

- a* • Marriage and family life
- b* • Senior adult ministries
- c* • Single adult ministries

- <sup>d</sup> • Lay ministries
- <sup>e</sup> • Women's ministries
- <sup>f</sup> • Men's ministries
- <sup>g</sup> • Other ministries as needed

*The duties of the Adult Ministries director*

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- 149.1 The adult ministries director will perform all the duties assigned to age-group directors in paragraphs 147.1 through 147.9.

### **O. The local NYI**

- 150 Nazarene ministries to youth are sponsored by Nazarene Youth International (NYI). Local groups are organized according to the NYI Charter. They are under the authority of local church boards.
- 150.1 The local NYI will be organized according to the NYI Local Ministry Plan (810.100-810.118). The local NYI may adapt the plan in response to the unique needs of its youth ministry (see 810.103). Adaptations must be consistent with the NYI Charter and the *Manual*.

### **P. Nazarene childcare programs and schools**

- 151 A local church board or boards may organize Nazarene childcare programs or schools (birth through secondary school). The district superintendent and the District Advisory Board must first approve the plan. The childcare programs or school must follow the criteria established by SDMI's Children's Ministries office. The director and school board will be accountable to the local church board, and they must give an annual report to it. (129.18, 211.13-211.14, 225.14, 516.15, 517)
- 151.1 **Closing a school.** A local church may find it necessary to suspend operations of its childcare programs or school. Before closing them, the church should first prepare a financial report and consult with the district superintendent and the District Advisory Board.

### **Q. The local NMI**

- 152 The church board may authorize the organization of Nazarene Missions International (NMI) in harmony with the

NMI Constitution. This includes any age group of the NMI. (811)

**152.1** The local NMI will be a significant part of the local church. The pastor and the church board will supervise it. (516)

**152.2** **The local NMI president.** The pastor will appoint a nominating committee of three to seven NMI members, and he or she will serve as the chairperson. The committee will send one or more names to the church board for approval. The NMI president must be a member of the local church. An annual or special church meeting will elect by ballot the NMI president. Members must be present to vote.

*Duties and responsibilities of the NMI president*

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<sup>a</sup> The NMI president will be an ex-officio member of the church board. If the NMI president is the pastor's spouse, the NMI vice president may serve on the church board instead.

<sup>b</sup> An incoming NMI president will be a member of the district assembly.

<sup>c</sup> The NMI president will give a report to the annual church meeting.

(113.9, 114, 123, 127, 201)

**153, 153.1** The local NMI will raise funds for the global interests of the Church of the Nazarene. The money raised will be given to the World Evangelism Fund or special mission projects that are approved by the Ten Percent Committee. The local NMI should first consider how to pay fully the local church's portion of the World Evangelism Fund. Then, it should support the work of Global Missions through donations to approved special missions projects.

**154-154.3** The local NMI will raise money to support the global interests of the church. They will receive gifts and offerings designated for the World Evangelism Fund and general interests. They will sponsor special events, such as Easter offerings and "thank offerings." The money raised this way will not be used for other charitable purposes or for local or district expenses.



## R. Prohibition against financial appeals

- 155 A local church is prohibited from requesting financial help from other churches to support their local interests or needs. This is true for any of the church's officers or members. An exception is possible for churches in the same district as the local church. Such an exception requires the written approval of the district superintendent and the District Advisory Board.
- 156 Members will not raise money for any type of missionary work except the World Evangelism Fund. This includes asking money from members of other churches. Exceptions may be made when authorized by the General Board or one of its committees

## S. Use of the name “Church of the Nazarene”

- 157 No person or organization will use the name “Church of the Nazarene” for any purpose without prior, written permission. The same is true for the name of any local church, Nazarene corporation, Nazarene institution, or any organization affiliated with the Church of the Nazarene. It also includes any part of those names. This prohibition is true for any activity: commercial, social, educational, charitable, or other. The General Board and the Board of General Superintendents must approve any such use described above. However, this prohibition does not apply to the activities of the Church of the Nazarene that are authorized by the *Manual*.

## T. Church-sponsored organizations

- 158 Nazarenes will not create any organization that specifically provides benefits or services to church members without prior, written permission.
- • “Nazarenes” include any local church, church board, district corporation, district board, church member, or group of members. In the same way, Nazarenes will not become members of any organization that provides such benefits or services.

- <sup>b</sup> • An “organization” is an association, partnership, group, or any other entity, whether formally or informally organized.
- <sup>c</sup> • “Benefits or services” includes any activity that claims, directly or indirectly, to be sponsored by the Church of the Nazarene. It also includes any activity that would be directed exclusively or primarily to members of the Church of the Nazarene. These activities might be commercial, social, educational, charitable, or other.
- <sup>d</sup> • The district superintendent, the District Advisory Board, and the Board of General Superintendents must give the prior, written permission for any exceptions.

## U. Associates in the local church

159 A local church is essentially a voluntary institution. To serve God and others is the duty and privilege of all church members, each one according to his or her own abilities. However, the church recognizes that some people may feel called to perform vital services in the church, either part-time or full-time. These are called “associates.”

- <sup>a</sup> A local church, a subsidiary, or an affiliated corporation may need to hire paid associates in order to work more efficiently. The associates may be ministers or laypersons. When hiring associates, the church must be careful not to damage the voluntary spirit of the church and all its members. It must not strain the church’s financial resources, including the payment of denominational obligations. In special cases, the local church, subsidiary, or affiliated corporation may request a review of its situation to receive an exception. The district superintendent and District Advisory Board will consider whether to approve any exceptions. (129.27)

159.1 **Employing associates.** A local church may employ an associate—paid or unpaid—for one year according to the following process:

1. The pastor will nominate all associates of the local church, paid or unpaid, to the church board.
2. The district superintendent must then approve the nominations in writing before the church board votes. He or

she must respond within 15 days of the request for approval.

3. The church board will vote whether to elect the associates.

<sup>a</sup> Associates are people who provide vital services in and through the local church, such as the directors of childcares or schools operated by the church. Associates also include those who feel called to be ministers. (159.4, 211.13)

**159.2 Renewing the employment of associates.** The church board will employ an associate for no more than one year. The employment is renewable each year, according to procedure found in 159.1.

<sup>a</sup> The pastor will be responsible to conduct an annual review of each associate and staff member. Based on the review, the pastor, in consultation with the church board, may recommend opportunities for further development of associates and staff or changes to job descriptions.

<sup>b</sup> It may be necessary to end the employment of an associate before the end of the church year. The dismissal must follow this process:

- <sup>c</sup> • The pastor recommends the dismissal.
- <sup>d</sup> • The district superintendent approves the recommendation.
- <sup>e</sup> • The church board votes by majority to dismiss the associate.

<sup>f</sup> The church board must give a written notice to the associate at least 30 days before the termination of employment. (129.27)

**159.3 Duties of associates.** The pastor will determine the duties and services of associates, and he or she will be their supervisor. The local church will provide associates a job description within 30 days of beginning their responsibilities. The job description will include a clearly written statement of responsibilities.

**159.4** A paid employee of the church is not eligible for election to the church board. If a church board member becomes a paid

employee of the church, he or she will cease to be a member of the church board.

**159.5 Associates and pastoral transition.** In times of pastoral transition, the stability, unity, and ongoing ministry of the local church is crucial. Therefore, the district superintendent, or a representative that he or she appoints, will work closely with the local church, keeping in mind the following:

- <sup>a</sup> • The district superintendent may allow the local church to retain some or all associates and staff members during the transition.
- <sup>b</sup> • The transitional arrangements will allow the new pastor the freedom to develop his or her own team of associates and staff members.
- <sup>c</sup> • The church board and district superintendent may provide associates and staff members with a reasonable amount of time to make necessary personal and professional adjustments.
- <sup>d</sup> • A new pastor will have the privilege of whether or not to recommend that associates or staff members be re-employed.
- <sup>e</sup> When a pastor resigns or a pastoral call is terminated, the following will happen:
- <sup>f</sup> • All associates will immediately submit their resignations, effective the same date as the pastor's end of service.
- <sup>g</sup> • A local church board may ask the district superintendent to allow any or all associates to continue temporarily. If the district superintendent approves, the associates may continue to serve up to 90 days after a new pastor begins his or her service or until a new pastor nominates his or her own associates. (159)
- <sup>h</sup> • Directors of childcare programs or schools will give their resignations effective at the end of the school year in which the new pastor begins his or her service.
- <sup>i</sup> • The chief executive officer of any subsidiary or affiliated corporation will give his or her resignation at the end of the contract in which a new pastor begins his or her service.

- 159.6 During pastoral transition, the district superintendent is responsible to communicate with associates, the church board, and the congregation regarding the effects of paragraph 159.5.
- 159.7 The pastor of a congregation that functions as a local church within a multi-congregational church is not a staff member. (100.2)
- 159.8 A local church may want to call one of its paid associates or staff members to be the pastor. This requires the approval of the district superintendent and the District Advisory Board. (115, 129.2, 211.10, 225.16)

## CHAPTER 2 DISTRICT GOVERNMENT

### A. Creation, boundaries, and name

- 200 The General Assembly will organize the membership of the church into districts.
- <sup>a</sup> A district is composed of interdependent local churches. It assists the mission of each local church through mutual support, sharing resources, and collaboration.
  - <sup>b</sup> The General Boundaries Committee will establish a district's boundaries and name. The district assembly or assemblies involved will vote by majority to approve the boundaries and name. The general superintendent or superintendents in jurisdiction will decide whether to give the final approval.
  - <sup>c</sup> When districts from more than one educational region merge, the General Boundaries Committee will determine the new district's region. The committee will consult with the general superintendent or superintendents in jurisdiction. (24)
- 200.1 **The creation of new districts.** The Church of the Nazarene may create new districts in one of the following ways:
- <sup>a</sup> • The creation of a new district where there is no district
  - <sup>b</sup> • The division of one district into two or more districts (the district assembly must approve the division by a two-thirds vote)

- c • The merger of two or more districts into one district
- d • The combination of two or more districts into one or more districts with different configurations
- e The approval process is as follows:
  1. A recommendation to establish a new district is submitted to the general superintendent or superintendents in jurisdiction for consideration and approval.
  2. The Board of General Superintendents approves the recommendation.
  3. The district superintendents, District Advisory Boards, or national boards involved consider whether to approve the recommendation and refer it to the district assembly or assemblies for a vote.
  4. The general superintendent or superintendents in jurisdiction and the Board of General Superintendents will decide whether to approve the referral.

**200.2** The Church of the Nazarene may begin work in an area that is not part of an established district. This work is a “pioneer area.” A pioneer area may become a Phase 3 district as quickly as possible according to the following pattern:

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*Phase 1 districts*

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- a *Creation.* A Phase 1 district may be created according to the following process:
  1. A regional director, a district (through its Regional Advisory Council), a sponsoring district superintendent, or a District Advisory Board may recommend the establishment of a Phase 1 district. The recommendation will be sent to the general superintendent or superintendents in jurisdiction for consideration.
  2. The general superintendent or superintendents in jurisdiction will send the proposal to the Board of General Superintendents for a final decision.
- b *New district superintendent.* The regional director will consult with the director of Global Missions to nominate a district superintendent of a Phase 1 district. The regional director will present the nominee to the general superintendent in jurisdiction. If the general superintendent approves, he or she will appoint the district superintendent.

- <sup>c</sup> In some cases, more than one district may sponsor the creation of a Phase 1 district. The general superintendent in jurisdiction will consult with the district superintendents and advisory boards of the sponsoring districts. Then, the general superintendent will appoint the district superintendent.
- <sup>d</sup> *Regional guidance.* The region will guide the new Phase 1 district regarding available resources for developing the district.
- <sup>e</sup> *Crisis.* The field strategy coordinator and regional director may request that a Phase 1 district be declared “in crisis.” The crisis—whether financial, morale, or otherwise—must seriously affect the stability and future of the district. The general superintendent in jurisdiction will consult with the director of Global Missions to determine whether to approve the request. The regional director, with the approval of the general superintendent in jurisdiction, may appoint an interim board to manage the district. The interim board will replace all existing boards. It will serve until the next regularly scheduled district assembly.

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#### *Phase 2 districts*

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- <sup>f</sup> *Creation.* After sufficient growth, a Phase 1 district may become a Phase 2 district. Growth is measured by the number of organized churches, ordained pastors, and adequate infrastructure. For a Phase 2 designation, the district must meet the following measurable conditions:
- <sup>g</sup> • At least 10 organized churches
  - <sup>h</sup> • At least 500 full members
  - <sup>i</sup> • At least 5 ordained ministers
  - <sup>j</sup> • The income of the district ministries fund at the time of the Phase 2 designation must be a minimum of 50% of the district’s administrative expenses.
- <sup>k</sup> A District Advisory Board or national board may request that the general superintendent in jurisdiction make an exception to these guidelines.
- <sup>l</sup> The general superintendent in jurisdiction will make a recommendation to the Board of General Superintendents, which will declare the Phase 2 designation.

- <sup>m</sup> *District superintendent.* A district superintendent of a phase 2 district may be elected or appointed. The general superintendent in jurisdiction will consult with the director of Global Missions, the regional director, and other individuals and boards before appointing a district superintendent.
- <sup>n</sup> *Crisis.* The field strategy coordinator and regional director may request that a Phase 2 district be declared “in crisis.” The crisis—whether financial, morale, or otherwise—must seriously affect the stability and future of the district. The general superintendent in jurisdiction must first approve the request. The regional director, with the approval of the general superintendent in jurisdiction, may appoint an interim board to manage the district. The interim board will replace all existing boards. It will serve until the next regularly scheduled district assembly.

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*Phase 3 districts*

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- <sup>o</sup> *Creation.* A Phase 2 district may become a Phase 3 district after it has matured. A mature district has sufficient organized churches, ordained pastors, adequate leadership, infrastructure, budget responsibility, and doctrinal integrity. It must take full responsibility for its mission. It must share the challenges of the Great Commission as part of a global church.
- <sup>p</sup> For a Phase 3 designation, the district must meet the following measurable conditions:
- <sup>q</sup> • At least 20 organized churches
  - <sup>r</sup> • At least 1,000 full members
  - <sup>s</sup> • At least 10 ordained ministers.
  - <sup>t</sup> • The district must be 100% self-supporting for district administrative expenses.
- <sup>u</sup> A District Advisory Board or national board may request that the general superintendent in jurisdiction make an exception to these guidelines.
- <sup>v</sup> The general superintendent in jurisdiction will consult with the director of Global Missions, the regional director, and other individuals and boards that were involved with the appointment of the district superintendent. He or she will then



make a recommendation to the Board of General Superintendents, which will declare the Phase 3 designation.

<sup>w</sup> *District superintendent*: A district superintendent will be selected based on *Manual* policies. (205.11-205.13)

<sup>x</sup> *Regional relationship*. Phase 3 districts are an integral part of their respective regions. The general superintendent in jurisdiction may enlist the regional director, if there is one, to help communicate with the district and supervise it.

<sup>y</sup> *Crisis*. The general superintendent in jurisdiction, with the approval of the Board of General Superintendents, may declare a Phase 3 district to be “in crisis.” The crisis—whether financial, morale, or otherwise—must seriously affect the stability and future of the district. The general superintendent in jurisdiction, with the approval of the Board of General Superintendents, may take one or more of the following actions:

- <sup>z</sup> • He or she may remove the district superintendent from office.
  - <sup>aa</sup> • He or she may appoint an interim board to manage the district. The interim board will replace all existing boards, and it will serve until the next regularly scheduled district assembly.
  - <sup>ab</sup> • He or she may intervene as needed to restore the district’s stability and mission effectiveness.
- (200.1, 205.12, 206.2, 209.1, 307.9, 322)

**200.3 Changes to district boundaries.** A regional office, national board, or District Advisory Board may present a proposal for district development or district boundary changes. This proposal will be presented to the general superintendent in jurisdiction. It will include evidence of the following:

- <sup>a</sup> • There are population centers that justify the reorganization of a district or the creation of a new one.
- <sup>b</sup> • There are lines of communication and transportation available to help the work of the district.
- <sup>c</sup> • There are enough mature ordained ministers and lay leaders available for the work of the district.

- <sup>d</sup> • The sponsoring districts will have, wherever possible, enough district income, membership, and number of churches to remain a Phase 3 district.

**200.4** **District mergers.** Two or more Phase 3 districts may merge into one district by the following process:

- <sup>a</sup> 1. The national boards, where applicable, and the District Advisory Boards recommend the merger.
- <sup>b</sup> 2. The general superintendents in jurisdiction of the districts involved approve the merger in writing.
- <sup>c</sup> 3. The merger receives a favorable two-thirds vote by each of the district assemblies.

- <sup>d</sup> The district assemblies of the districts involved and the general superintendents in jurisdiction will determine the time and place to finalize the merger. The new organization will combine the assets and liabilities of the districts.

- <sup>e</sup> Phase 1 and Phase 2 districts may merge according to the steps for creating a new district. (200.1-200.2)

**200.5** If a district assembly ignores or rejects a proposal for merger, the District Advisory Boards may present the proposal to the next General Assembly. Two-thirds of the District Advisory Board members must request that the General Assembly take action on the proposed merger.

**200.6** A district superintendent may appoint “zone facilitators” or “mission area directors” for assistance in the following tasks:

- <sup>a</sup> • To help build a sense of community and fellowship among the pastors of the zone or mission area.
- <sup>b</sup> • To promote the cause of Christ by encouraging and strategizing for ministerial development, church growth, evangelism, starting churches, or restarting churches.
- <sup>c</sup> • To perform specific assignments on behalf of the district superintendent and the District Advisory Board.
- <sup>d</sup> • To help local congregations to communicate better with one another and with the district.

## B. The district assembly

- 201 Membership.** The district assembly is composed of the following persons. Each one must be a member of a local church on the district. (532.8, 538.9)
- a* • The lay delegates from each local church (113.14, 201.1-201.2)
  - b* • The lay delegates from each church-type mission (113.15, 201.1-201.2)
  - c* • All assigned elders (24, 534-534.3, 538.9)
  - d* • All assigned deacons (24, 533-533.4)
  - e* • All assigned district-licensed ministers (532.8, 536-536.2)
  - f* • All retired assigned district-licensed ministers
  - g* • All retired assigned ordained ministers
  - h* • The district secretary (219.2)
  - i* • The district treasurer (222.2)
  - j* • All chairpersons of standing committees that report to the district assembly
  - k* • The lay presidents of Nazarene institutions of higher education
  - l* • The SDMI board members, including the chairperson and age-group ministries directors (242.2)
  - m* • The district NYI president
  - n* • The district NMI president
  - o* • The newly elected superintendent of each local SDMI board (or the vice president or an elected alternate) (146)
  - p* • The newly elected president of each local NYI (or the vice president or an elected alternate) (152.2)
  - q* • The newly elected president of each local NMI (or the vice president or an elected alternate)
  - r* • Anyone serving in an assigned role of ministry. (505-528.1)
  - s* • The lay members of the District Advisory Board (224.4)
  - t* • All active lay missionaries
  - u* • All retired lay missionaries who were active missionaries at the time of retirement

**201.1 Delegates for districts with fewer than 5,000 members.** Local churches and church-type missions in districts with fewer than 5,000 full members are allowed the following lay delegates to the district assembly:

1. A church or church-type missions with 50 or fewer full members is allowed two lay delegates.
2. It is allowed another lay delegate for each additional 50 full members and the final major part of 50 full members.  
For example:

Up to 75 full members, the church may send 2 lay delegates

76 to 125 full members, the church may send 3 lay delegates

126 to 150 full members, the church may send 4 lay delegates

etc.

(24, 113.14-113.15, 201)

**201.2 Delegates for districts with more than 5,000 members.** Local churches and church-type missions in districts with 5,000 or more full church members are allowed the following lay delegates to the district assembly:

1. Each church or church-type mission with 50 or fewer full members is allowed one lay delegate.
2. It is allowed another lay delegate for each additional 50 full members and the final major part of 50 full members.  
For example:

Up to 75 full members, the church may send 1 lay delegate

76 to 125 full members, the church may send 2 lay delegates

126 to 150 full members, the church may send 3 lay delegates

etc.

(24, 113.14-113.15, 201)

**202 Date.** The general superintendent in jurisdiction will choose the date for the district assembly. The District Advisory Board or district superintendent will choose the location of the district assembly.

- 203 **District Nominating Committee.** Before the district assembly begins, the district superintendent will consult with the District Advisory Board. He or she will appoint a District Nominating Committee. The committee will choose nominees for the committees and offices before the assembly begins. (215.2)
- 204 **Electronic meetings.** All district organizations may communicate, meet, and vote electronically. The District Advisory Board will authorize which methods to allow.

### **C. Business of the district assembly**

- 205 **Rules of order.** All legislative meetings in the Church of the Nazarene will follow applicable laws for conducting their business. In addition, they will follow their articles of incorporation and the bylaws of government in the *Manual*. The Church of the Nazarene uses the most current edition of *Robert's Rules of Order Newly Revised* for parliamentary procedure. (34)

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#### *The business of the district assembly*

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- 205.1, 205.2 To receive the district superintendent's report. The district assembly will hear and receive an annual report from the district superintendent. The report will summarize the ministry of the district including the organization of new churches.
- 205.3 To receive minister's reports. The district assembly will hear or receive reports from the following ministers:
- <sup>a</sup> • Ordained or licensed ministers serving as pastors or commissioned evangelists
  - <sup>b</sup> • Other elders and deacons engaged in active service
  - <sup>c</sup> • Licensed ministers not engaged in active service
  - <sup>d</sup> • Those who have district certificates for the roles of ministry in paragraphs 505-528.2
  - <sup>e</sup> The district assembly may vote to receive written reports submitted to the district secretary in place of oral reports.
  - <sup>f</sup> The district assembly will consider the character of all elders, deacons, and deaconesses. (521, 532, 538.9)

- 205.4** To license ministers. The district assembly will vote whether to grant or renew a district minister's license. It will use the following procedure:
1. The church board or the District Advisory Board affirms that a candidate has a call to the ministry. Then, the board may recommend the candidate to the Ministerial Credentials Board or the Board of Ministry.
  2. The Ministerial Credentials Board or the Board of Ministry will examine the candidate. It may recommend the candidate for a district minister's license.
  3. The district assembly will examine the candidate and vote whether to grant or renew the license.
- (129.14, 531.5, 532.1, 532.3)
- 205.5** To renew a deaconess's license. For those who hold a deaconess's license, the district assembly will vote whether to renew it. It will use the following procedure:
1. The church board affirms that the woman has a call to the office of deaconess. Then, it may recommend her to the Ministerial Credentials Board or the Board of Ministry.
  2. The Ministerial Credentials Board or the Board of Ministry will examine the candidate. It may recommend her for renewal of a deaconess's license.
  3. The district assembly will examine her and vote whether to renew the license.
- (129.15, 508)
- 205.6** To elect ministers to the orders of elder and deacon. The Ministerial Credentials Board or the Board of Ministry will evaluate whether a candidate has fulfilled the requirements for election to the order of elder or deacon. It will recommend qualified candidates to the district assembly, which will vote whether to elect the candidates to the order. (533.3, 534.3)
- 205.7** To recognize credentials. A minister from another denomination may desire to minister in the Church of the Nazarene. The Ministerial Credentials Board or Board of Ministry will examine whether the candidate is qualified and desirable for placement. The board may recommend the person to the district assembly, which will vote whether to recognize the

person's order of ministry or ministry credentials. (532.2, 535-535.2)

- 205.8** To receive the transfer of ministers. Ordained and district licensed ministers—members who have ministerial credentials—and those in commissioned roles of ministry may ask to transfer from one district to another. During the time between district assemblies, the District Advisory Board may approve receive an interim transfer to the district. The Ministerial Credentials Board or Board of Ministry will examine whether the candidate is desirable for membership in the district assembly. The board will decide whether to recommend the transfer to the district assembly, which will vote whether to approve it. (231.9-231.10, 505, 508-511.1, 537-537.2)
- 205.9** To grant the transfer of ministers. Ordained and district licensed ministers—members who have ministerial credentials—and those in commissioned roles of ministry may ask to transfer from one district to another. During the time between district assemblies, the District Advisory Board may approve an interim transfer to another district. The Ministerial Credentials Board or Board of Ministry must recommend transfers to the district assembly, which will vote whether to grant it. (505, 508-511.1, 231.9-231.10, 537-537.1)
- 205.10** To commission or register to ministry roles. A member may ask to be commissioned or registered in one of the roles of ministry defined in paragraphs 505-528.2. The Ministerial Credentials Board or the Board of Ministry may recommend qualified individuals to the district assembly. The district assembly will vote whether to grant the commission or registration, which will be valid for one year.
- 205.11** To elect a district superintendent. The district assembly will elect an elder to be its district superintendent. The election requires a two-thirds vote by ballot. The district superintendent will serve for two assembly years plus 30 days and until a successor is chosen and qualified.
- The district assembly may consider a current district superintendent for re-election. Re-election will be by a “yes or no” ballot and will require a two-thirds vote by ballot.

- <sup>b</sup> An elder who is 70 years or older is not eligible to be elected or reelected as a district superintendent. An elder who has ever surrendered his or her credentials for disciplinary reasons is not eligible to be elected as a district superintendent.
- 205.12** After serving for at least two assembly years, a district assembly may re-elect a district superintendent to serve for four years. Such four-year terms are only for district superintendents of Phase 2 and Phase 3 districts. The general superintendent in jurisdiction must approve a four-year term before the district assembly votes. The re-election of a district superintendent for four years will be by a “yes or no” ballot, and it will require a two-thirds vote by ballot. (200.2)
- 205.13** To remove a district superintendent. The general superintendent in jurisdiction and the District Advisory Committee may have the opinion that a district superintendent should not continue in office. Together, they may order a vote of the district assembly. They will present the question to the district assembly in this form: “Should the district superintendent continue in this role beyond this district assembly?”
- <sup>a</sup> The members of the district assembly will vote by “yes or no” ballot. If two-thirds of the members of the district assembly vote “yes,” the district superintendent will continue to serve as if a vote had not been taken. If more than one-third of the members vote “no,” the district superintendent’s term will terminate. The termination will happen within 30 to 180 days after the close of the district assembly. The general superintendent in jurisdiction will choose the date after consulting with the District Advisory Committee. (206.2, 208, 239)
- 205.14** To elect members of the District Advisory Board. The district assembly will elect by ballot the District Advisory Board. The board may have up to three ordained ministers and three laypersons as members. The district assembly will determine the length of the term, but it will be no more than four years. Members will serve until their successors are elected and qualified.
- <sup>a</sup> If a district has more than 5,000 members, it may add one assigned ordained minister and one lay member to the Dis-



trict Advisory Board for each additional 2,500 members and the final major part of 2,500 members. For example:

Up to 5,000 members: 3 ministers; 3 laypersons

5,001 to 8,750 members: 4 ministers; 4 laypersons

8,751 to 11,250 members: 5 ministers; 5 laypersons, etc.

- 205.15** To elect members of the Ministerial Credentials Board. The district assembly will elect ministers to be members of the Ministerial Credentials Board. The board will have at least five assigned ordained ministers, two of whom will be the district secretary, if ordained, and the district superintendent. If the district secretary is not ordained, he or she will serve as a non-voting member of the board. All other members of the board will be elected by the district assembly and serve for no more than four years and until their successors are elected and qualified. The board will meet and complete its work before the district assembly. (229-231.10)
- 205.16** To elect members of the Ministerial Studies Board. The district assembly will elect ministers to be members of the Ministerial Studies Board. The board will have at least five assigned ordained ministers. Members will serve for four years and until their successors are elected and qualified. (232)
- 205.17** To elect members of the Board of Ministry. A district assembly may choose to create a Board of Ministry instead of separate boards for ministerial credentials and ministerial studies. Elected members will serve for four years. The district superintendent will be the ex-officio chairperson of the board.
- The Board of Ministry will organize itself to carry out all the duties and responsibilities of the Ministerial Credentials Board and the Ministerial Studies Board. (216, 229-234.4)
- 205.18** To elect members of the District Church Properties Board. The district assembly will elect a District Church Properties Board. (206.1, 236)
- 205.19** To elect members of the District Evangelism Board. The district assembly will do one or both of the following:

- - Elect members to the District Evangelism Board. The board will have no fewer than six members including the district superintendent.
  - b • Elect a district director of evangelism.
  - c The persons elected will serve until the end of the next district assembly and until their successors are elected and qualified. (206.1, 215)
- 205.20 To elect members of the District SDMI Board. The district assembly will elect a District SDMI Board in harmony with the procedure stated in paragraph 241. Those elected will serve until their successors are elected and qualified. (206.1, 215)
- 205.21 To elect members of the District Assembly Finance Committee. The district assembly will elect a District Assembly Finance Committee. The district superintendent and district treasurer will be ex-officio members. The committee will have an equal number of laypersons and assigned ministers. The district assembly will determine the length of the term that members will serve, but it will not be more than four years. The members will serve that term and until their successors are elected and qualified. (238-238.3)
- 205.22 To elect members of the District Court of Appeals. The district assembly will elect a District Court of Appeals. It will have three assigned ordained ministers and two laypersons. One of the ministers will be the district superintendent. The members will serve for a term of no more than four years and until their successors are elected and qualified. (610)
- 205.23 To elect delegates to the General Assembly. The district assembly will elect by ballot delegates to the General Assembly. Delegates are expected to attend all meetings of the General Assembly unless they cannot for reasons beyond their control.
  - *Time of the election.* The election for delegates must be within 16 months of the General Assembly. In areas where extra travel preparations are necessary, the election may be within 24 months of the General Assembly.

- <sup>b</sup> *Ministerial delegates.* A Phase 3 district is allowed an equal number of ministerial and lay delegates. The district superintendent at the time of the General Assembly will be one of the ministerial delegates, and the remaining ministerial delegates will be ordained ministers. If there is no district superintendent or if he or she cannot attend the General assembly, the elected alternate will attend instead.
- <sup>c</sup> *Election of delegates.* The nominating committee will send a nominating ballot to the district assembly to elect General Assembly delegates. It will have at least six times the number of delegates allowed in each category, ministerial and lay, according to 301.1-301.3. The district assembly will vote from these nominees. The district assembly will then reduce the number of names to no more than three times the number to be elected. On the next ballot, the district assembly will elect the delegates and alternates by plurality vote. The nominee with the highest vote will be the first delegate, the next highest will be the second, and so on.
- <sup>d</sup> *Election of alternates.* Each district assembly may elect alternates not to exceed twice the number of delegates. In situations where travel visas might be problematic, a district assembly may authorize the District Advisory Board to select additional alternates. (25-25.2, 301.1-301.3, 303, 332.1)
- 205.24** To establish fellowship members. The district assembly may establish a system of fellowship membership for its local churches. Districts will not count fellowship members for purposes of representation to any assembly, conference, or convention. That is to say, they will not be “full members.” (108)
- 205.25** To audit its finances. Every year, the district assembly will appoint a committee to examine and audit its finances. This may be a district auditing committee, a committee of independent examiners, or other qualified persons elected by the District Advisory Board. The annual district audit must meet recognized, professional standards and the minimum standards required by national or state law, if applicable. (225.24)

- 205.26** To prepare a *District Quadrennial Journal*. Every four years, the district assembly will prepare a *District Quadrennial Journal* to present to the General Assembly. It will contain the complete, official details of the district's activities and statistics. The district secretary will send the journal to the General Assembly, and he or she will insure that it is properly archived. (207.3-207.4, 220.7)
- 205.27** To grant retired status for ministers. The district assembly may grant "retired status" to a minister. The Ministerial Credentials Board or Board of Ministry must first approve the status. (231.8, 536)
- 205.28** The district assembly will consider the entire work of the Church of the Nazarene within its bounds and care for it.
- 205.29** The district assembly may transact any other business of the district that is not mentioned elsewhere in the *Manual*. All business will be in harmony with the spirit and order of the Church of the Nazarene.

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*Additional rules for district assemblies*

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- 206** Incorporation of the District Advisory Board. The district assembly may authorize, where civil law permits, the District Advisory Board to incorporate itself. After incorporation, the District Advisory Board will have the authority to vote on questions of real estate and personal property. This includes the power to purchase, own, sell, exchange, mortgage, deed in trust, legally pledge money, lease, and convey any type of property for the purposes of the corporation. (225.6)
- 206.1** Lay and ministerial representation on boards. As far as possible, the membership of district boards and committees will have equal numbers of ministers and laypersons. Exceptions may be necessary based on specific provisions of the *Manual*.
- 206.2** Reverting a district to Phase 1 status. If a Phase 2 district no longer meets the minimum requirements of that status, it may revert to Phase 1. Once it again meets the requirements, it may regain its status as Phase 2.
- The district superintendents of Phase 1 and Phase 2 districts will be chosen according to paragraph 200.2.

- 206.3 Interruption of a district assembly. A presiding officer of a district assembly may find it impossible to convene or to continue with the business of the district assembly. He or she may need to postpone, cancel, or close the district assembly. If this happens, the general superintendent in jurisdiction will consult with the Board of General Superintendents before appointing all non-elected district officers to serve for one year.

#### **D. The District Assembly Journal**

- 207 Each year, the district assembly will produce a *District Assembly Journal*. It will be the official record of the regular business of the district assembly.
- 207.1 The *District Assembly Journal* must be prepared in a format authorized by the General Secretary's office. The district may choose to print copies for its own use. (207.5)
- 207.2 The *District Assembly Journal* will separate items of business into separate paragraphs.
- 207.3-207.4 Every four years, the district assembly will prepare a *District Quadrennial Journal* to present to the General Assembly. The district will carefully edit each annual journal in preparation for its examination by the General Assembly. Both the district and the General Assembly will archive the journals. (205.26, 220.5, 220.7)
- 207.5 The general secretary will consult with the Board of General Superintendents to establish a sample table of contents for district journals. The district, as far as possible, will arrange the *District Assembly Journal* according to the sample. The presiding officer will give the template to the district secretary before the opening of the district assembly. (207.1)
- 207.6 The *District Assembly Journal* will contain a list of the pastoral assignments to local churches. It will also include all regular and special arrangements made for members of the district assembly that may affect participation in a pension plan. (115)

## E. The district superintendent

- 208** **Term of office.** If a district assembly elects a district superintendent, the initial term of office is two years. It will begin 30 days after the close of the district assembly. The term will end 30 days after the close of the district assembly that marks the second anniversary of the election. At that time, the district superintendent may be reelected, a successor elected, or a successor appointed and qualified.
- ° If a general superintendent in jurisdiction appoints a district superintendent, the initial term of office begins at the time of the appointment. It includes the remainder of the current church year, and it extends through the next two church years. The term ends 30 days after the close of the district assembly that marks the end of the second full church year. At that time, the superintendent may be elected for another term, a successor elected, or a successor appointed and qualified.
  - b An elder whom the district office employs is not eligible for election or appointment as district superintendent of that district. The District Advisory Board and the general superintendent in jurisdiction may authorize an exception. (205.11-205.13)
- 209** **Vacancy.** A vacancy in the office of district superintendent may occur between sessions of a district assembly. If this happens, the general superintendents, together or individually, may fill the vacancy. The general superintendents will invite the District Advisory Committee, as a whole, to submit names for consideration in addition to any names that the general superintendent in jurisdiction submits. (239, 307.7)
- 209.1** The general superintendent in jurisdiction may declare the office of a Phase 1 or Phase 2 district superintendent “vacant,” for cause. The District Advisory Committee by a two-thirds vote may declare the office of a Phase 3 district superintendent “vacant.” (239, 321)
- 209.2** The general superintendent in jurisdiction and the District Advisory Board may determine that the district superintendent is temporarily unable to perform his or her duties. If this happens, the general superintendent in jurisdiction may

consult with the District Advisory Board to appoint an elder to serve as interim district superintendent. (307.8)

**209.3** When a district superintendent resigns or is terminated, the district staff will immediately give their resignations. The resignations will be effective on the same date as the superintendent's end of service. District staff includes chief executive officers—paid or unpaid—of any subsidiary or affiliated corporations of the district, assistant superintendents, and the office secretary. However, the general superintendent in jurisdiction and the District Advisory Board may ask, in writing, one or more of the staff members to remain temporarily. Such service would end when a new district superintendent begins his or her duties. (245.3)

**209.4** After consultation with the District Advisory Board and the approval of the general superintendent in jurisdiction, a new district superintendent has the privilege of whether or not to recommend that the district reemploy staff members. (245.3)

**210** **The role of the district superintendent.** The district superintendent provides oversight and spiritual leadership for the pastors and congregations of the district. He or she does this in the following ways:

- a* • The superintendent models a life of prayer and devotion to the Bible.
- b* • The superintendent promotes biblical, pastoral, and practical theology among the ministers of the district.
- c* • The superintendent promotes Wesleyan-holiness theology and practices throughout the district.
- d* • The superintendent casts vision for evangelism and planting churches on the district.
- e* • The superintendent provides help so that congregations become healthier organizations.

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*Duties of the district superintendent*

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**211, 211.1** The district superintendent will organize, recognize, and superintend local churches within the boundaries of the district, subject to the approval of the general superintendent in jurisdiction. (100, 538.15)

- 211.2 The district superintendent will be available to the local churches on the district. When necessary, he or she will meet with a church board as a consultant for spiritual, financial, and pastoral matters.
- 211.3 A district superintendent may decide that a church is in an unhealthy situation that threatens its ability to accomplish its mission. He or she will work with the pastor, the church board, or both to resolve issues that might lead to such a situation.
- After working with the pastor, the church board, or both, the district superintendent may decide that further intervention is necessary. With the approval of the District Advisory Board, he or she may take appropriate action to restore the church to health and effectiveness. These actions include, but are not limited to, the following:
    - b • The superintendent may terminate the pastoral call.
      - c • The superintendent may dissolve the church board.
    - d If the local church is incorporated, its assets will remain under its control, unless it was declared inactive (106.5) or becomes disorganized (106.1). Within 30 days, the district superintendent will notify the general superintendent in jurisdiction of any action taken.
- 211.4 The district superintendent may decide when a local church “in crisis” is ready to resume its ministry under normal circumstances. (126.1)
- The church must have fulfilled the requirements set in place at the time it was declared in crisis. The District Advisory Board, by majority vote, may declare the church “out of crisis.” Within 30 days, the district superintendent will notify the general superintendent in jurisdiction of this action.
- 211.5 The district superintendent will schedule and conduct the regular review of the relationship between the church and pastor. He or she will send an annual record of the reviews to both the District Advisory Board and the general superintendent in jurisdiction. (123-123.7)
- 211.6 The district superintendent will carefully supervise the church-type missions on the district.



- 211.7 The district superintendent will nominate to the District Advisory Board a candidate to fill a vacancy in the office of district secretary. (219.1)
- 211.8 The district superintendent will nominate to the District Advisory Board a candidate to fill a vacancy in the office of district treasurer. (222.1)
- 211.9 The district superintendent will appoint a district chaplaincy director to promote and strengthen holiness evangelism through the specialized ministry of chaplaincy. (240)
- 211.10 The district superintendent will consult with the church board about its nomination for a pastor. The district superintendent must first approve the nomination, with additional approval of the District Advisory Board if necessary. (115, 129.2, 159.8, 225.16)
- 211.11 The district superintendent will schedule a special review of the relationship between the church and pastor within 90 days of a proper request from the church board. (125)
- 211.12 If a local church does not have an elder serving as pastor, the district superintendent will approve or disapprove the church board's request to grant or renew a local minister's license. (531.1, 531.3)
- 211.13 The district superintendent will approve or disapprove, in writing, requests from the pastor and local church board to hire unpaid associate pastors or paid local associates. Examples of local associates are as follows:
- <sup>a</sup> • Associate pastors
  - <sup>b</sup> • Ministers of Christian education
  - <sup>c</sup> • Age-group ministers (children, youth, adult)
  - <sup>d</sup> • Ministers of music
  - <sup>e</sup> • Directors of childcares or schools
  - <sup>f</sup> It is the pastor's responsibility to screen and select associates. The primary criteria for the district superintendent's decisions to approve or disapprove the employment of paid staff is financial. The church must be willing and able to pay its local, district, and general obligations before hiring paid associates. (129.27, 159-159.8)

- 211.14 The district superintendent will approve or disapprove, with the District Advisory Board, requests from local churches to operate childcare programs or a school. (151, 225.14, 517)
- 211.15 The district superintendent will sign and execute, with the secretary of the District Advisory Board, all legal documents of the district. (225.6)
- 211.16 The district superintendent will nominate to the District Advisory Board any paid district assistants, and he or she will supervise them. (245)
- 211.17, 211.18 The district superintendent may appoint or reappoint a pastor if one of the following conditions apply:
- <sup>a</sup> • The church has been organized for fewer than five years.
  - <sup>b</sup> • The church had fewer than 35 members voting in the previous annual church meeting.
  - <sup>c</sup> • The church receives regular financial assistance from the district.
  - <sup>d</sup> • The church is “in crisis.”
  - <sup>e</sup> In these cases, the district superintendent may appoint the members of the church board and any or all church officers. The church board must have at least three members. The District Advisory Board must first approve the appointments. (117, 126)
- 211.19 The district superintendent will present to the District Advisory Board accusations against ministers on the district. Such accusations must be written, signed, and properly filed with the district superintendent before presentation to the board. (606-606.3)
- 211.20 The district superintendent, in consultation with the District Advisory Board, will appoint at least three qualified ministers and lay persons as the District Recovery Team. The team will be prepared to provide a timely and redemptive response when ministerial misconduct becomes evident. Appropriate and compassionate intervention is critical for the sake of the minister, the minister’s spouse and family, the congregation, and the community. When such situations arise, the district superintendent will deploy the recovery

- team as quickly as possible, according to the district plan. (225.5, 538.2, 538.20, 540.1)
- 211.21 The district superintendent will schedule and conduct a regular review with any tenured evangelists on the district. The review will include the self-assessment of the evangelist. (510.4)
- 211.22 Together with district leadership, the district superintendent will strongly encourage each local church to achieve its individual, general, district, and educational funding goals.
- 212 The district superintendent, with the consent of the church board, may appoint someone as a supply pastor, as needed. The person will fill the vacancy in the office of pastor until the next district assembly. The district superintendent may remove this person if his or her services are not satisfactory to the church and church board. (129.5, 524, 531.6)
- 212.1 The district superintendent, with the consent of the church board and the District Advisory Board, may appoint an interim pastor. The person will fill the vacancy in the office of pastor until a pastor can be called. The district superintendent, in consultation with the church board, may extend the service of the interim pastor as needed. An interim pastor is authorized to fulfill all responsibilities of the pastor. The interim pastor may serve as the church's delegate to the district assembly if his or her membership is already on the district.
- ° An interim pastor is under the authority of the district superintendent and the District Advisory Board at all times. The district superintendent, in consultation with the church board, may remove an interim pastor. (526)
- 213 If a local church on the district has no pastor or supply pastor, the district superintendent may perform all the functions of its pastor. (514)
- 213.1 The district superintendent may preside at an annual or special church meeting, or he or she may appoint someone to preside. (113.5)

- 214 It is possible that a general superintendent in jurisdiction fails to arrive at a district assembly or fails to appoint a representative to preside. In this situation, the district superintendent will call to order the district assembly. He or she will preside over it until the district assembly makes other arrangements. (307.5)
- 215, 215.1 Unless the *Manual* or district assembly makes other provisions, the district superintendent may appoint the officers and members of district boards and committees. In the same way, he or she may fill vacancies in them. (205.21, 205.25, 229.1, 232.1, 235, 236, 241, 610)
- 215.2 The district superintendent, in consultation with the District Advisory Board, will appoint a nominating committee. Before the district assembly opens, the committee will choose the nominees for district committees and offices. (203)
- 216 The district superintendent will be the ex-officio chairperson of the District Advisory Board and the Ministerial Credentials Board or the Board of Ministry. (224.2, 230.1)
- 216.1 The district superintendent will be an ex-officio member of all elected and standing boards and committees on the district. (205.20-205.21, 237, 241, 810, 811)
- 217 The district superintendent will not handle financial affairs for the district unless directed by majority vote of the District Advisory Board. This includes creating financial obligations, counting money, or disbursing funds for the district. If the board takes such an action, it must record the action in the minutes of the District Advisory Board. The District Advisory Board will clearly define, in writing, the internal policies regarding access to financial accounts. The district superintendent will not have unrestricted access to the financial accounts or assets of the district aside from these policies. The same is true for his or her immediate family, which includes spouse, children, siblings, or parents. (218, 222-223.2)
- 218, 218.1 The district superintendent will carefully consider the advice of the general superintendent in jurisdiction and the Board of General Superintendents related to pastoral arrangements. The same is true for other matters related to

his or her actions as district superintendent. The district assembly may review and revise all official acts of the district superintendent. Those acts are subject to appeal.

## **F. The district secretary**

- 219** **Election.** The District Advisory Board will elect the district secretary. He or she will serve for one to three years and until his or her successor is elected and qualified. (225.22)
- 219.1** **Vacancy.** The office of the district secretary may become vacant between district assemblies. If this happens, the district superintendent will nominate a successor to the District Advisory Board. The District Advisory Board will vote whether to elect the nominee. (211.7)
- 219.2** The district secretary will be an ex-officio member of the district assembly. (201)

### *The duties of the district secretary*

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- 220, 220.1** The secretary will record and safeguard the minutes of the district assembly.
- 220.2** The secretary will record and preserve all statistics of the district.
- 220.3** The secretary will send all statistical charts to the general secretary for audit before their publication in the *District Assembly Journal*. (326.6)
- 220.4** The secretary will safeguard all documents of the district assembly. He or she will promptly give them to his or her successor.
- 220.5** The secretary will preserve and file the complete, official *District Quadrennial Journal* every four years. (207.4)
- 220.6** The secretary will send copies of the printed *District Assembly Journal* after each district assembly to the Global Ministry Center. He or she will send sufficient quantities for distribution to the general officers of the Church of the Nazarene. (207.1)
- 220.7** The secretary will send to the General Assembly the complete, official *District Quadrennial Journal* of the preceding four years. (205.26, 207.3-207.4)

- 220.8 The secretary will do other tasks that the role might require.
- 220.9 The secretary will refer all items of business coming to him or her during the year to the proper committee or board.
- 221 The secretary may have as many assistants as the district assembly chooses to elect.

### **G. The district treasurer**

- 222 **Election.** The District Advisory Board will elect the district treasurer. He or she will serve for one to three years and until his or her successor is elected and qualified. (225.21)
- 222.1 **Vacancy.** The office of the district treasurer may become vacant between district assemblies. If this happens, the district superintendent will nominate a successor to the District Advisory Board. The District Advisory Board will vote whether to elect the nominee. (211.8)
- 222.2 The district treasurer will be an ex-officio member of the district assembly. (201)

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*The duties of the district treasurer*

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- 223, 223.1 The district treasurer will receive all money on behalf of the district assembly, the District Advisory Board, and the General Assembly. He or she will carefully disburse it according to the direction and policies of the district assembly and the District Advisory Board.
- 223.2 The district treasurer will keep an accurate record of all funds received and disbursed. Every month, he or she will give the district superintendent a detailed financial report for distribution to the District Advisory Board. Every year, the treasurer will give a financial report to the district assembly. He or she must be available and ready to answer questions about the report.

### **H. The District Advisory Board**

- 224 The district assembly will elect by ballot the District Advisory Board. The district superintendent will be an ex-officio member. In addition, the committee will have up to three assigned ordained ministers and up to three laypersons. The terms of the elected members will be one to four years, and

the district assembly may choose to stagger the terms. Members will serve until the close of the district assembly at the end of their term and until their successors are elected and qualified.

- ° When a district has more than 5,000 members, it may elect one additional assigned ordained minister and one additional layperson for each additional 2,500 members or the final major part of 2,500 members. For example:  
Up to 6,250 members: 3 ministers; 3 laypersons  
6,251 to 8,500 members: 4 ministers; 4 laypersons  
8,501 to 11,000 members: 5 ministers; 5 laypersons  
etc.  
(205.14)

**224.1** **Vacancy.** The remaining members of the District Advisory Board may fill a vacancy of one of its elected members.

**224.2** The district superintendent will be the ex-officio chairperson of the District Advisory Board.

**224.3** The board will elect one of its members to be the secretary. The secretary will carefully record all actions of the board and promptly give the records to his or her successor.

**224.4** The lay members of the District Advisory Board will be ex-officio members of the following:

- ° • The district assembly
  - <sup>b</sup> • The District SDMI Convention
  - <sup>c</sup> • The District NMI Convention
  - <sup>d</sup> • The District NYI Convention
- (201, 224)

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*The duties of the District Advisory Board*

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**225, 225.1** The District Advisory Board will set the date for the beginning and end of the statistical year in harmony with the provisions of paragraph 114.1.

**225.2** The District Advisory Board will consult with the district superintendent and advise him or her regarding the ministers and local churches of the district. (115.6, 519)

**225.3** The District Advisory Board will appoint an investigating committee when the district superintendent presents an ac-

cusation against a district licensed or ordained minister. The committee will include at least three assigned ordained ministers and at least two laypersons. (606-606.3)

**225.4** The District Advisory Board will select a trial court when charges are made against a district licensed or ordained minister. (606.5-606.6)

**225.5** The District Advisory Board will create a written, comprehensive plan to respond when district licensed or ordained ministers are involved in inappropriate conduct. The plan will be in harmony with the *Manual*, and it will provide a timely, compassionate, and informed response. The plan will include care for the minister, the family, and any congregation involved. The board will review the plan every year. (538.20, 539-539.13)

**225.6-225.8** The district superintendent and the secretary of the District Advisory Board will sign and execute all legal documents on behalf of the District Advisory Board. The board may authorize other persons to sign such documents.

<sup>a</sup> **Incorporation.** The district assembly may authorize, where civil law permits, the District Advisory Board to incorporate itself. After it is incorporated, the District Advisory Board will have the authority to vote on questions of real estate and personal property. This includes the power to purchase, own, sell, exchange, mortgage, deed in trust, legally pledge money, lease, and convey any type of property. (206)

<sup>b</sup> When a District Advisory Board incorporates, the articles of incorporation, bylaws, or similar legal documentation will dictate that the provisions of the most recent edition of the *Manual of the Church of the Nazarene* will govern the corporation. They will include provisions similar to those in paragraph 102.4. The documentation will also include any provisions that the general superintendent in jurisdiction recommends. This will ensure that if the corporation dissolves or attempts to leave the Church of the Nazarene, its assets will not be diverted from the Church of the Nazarene. The general superintendent will then recommend the incorporation to the Board of General Superintendents for approval. Once approved, the proposed Articles of Incorporation will



be sent to the General Secretary's office for review and filing. (225.6)

- <sup>c</sup> **Alternatives to incorporation.** In areas where local laws do not permit the District Advisory Board to incorporate, the district assembly may elect the board as the trustee of the district. It would have the authority to vote on questions of real estate and personal property. This includes the power to purchase, own, sell, exchange, mortgage, deed in trust, legally pledge money, lease, and convey any type of property. (102.6, 106.2, 225.6)
- 225.9** In areas where it is possible for local churches to incorporate, the District Advisory Board will provide a pattern of incorporation for them to use. This pattern and the forms that the board develops will be based on the advice of competent legal counsel. The pattern for incorporation will always include the provisions found in paragraphs 102-102.5.
- 225.10** The District Advisory Board may advise the district superintendent as he or she supervises the departments, boards, and committees of the district.
- 225.11** The District Advisory Board should provide a sabbatical for the district superintendent during or after each seventh year of consecutive service to the district. This will encourage a healthy superintendency and the strong spiritual life of the superintendent. The board will consult with the general superintendent in jurisdiction about the arrangements for a sabbatical. During the sabbatical, the district will continue to pay the full salary and benefits of the superintendent.
- <sup>a</sup> The district superintendent will work with the board to develop a proposal for the sabbatical. It will include the following details:
- <sup>b</sup> • Timing and duration of the sabbatical
  - <sup>c</sup> • A personal development plan for the superintendent
  - <sup>d</sup> • A plan to care for the essential duties of the superintendent during the sabbatical
- 225.12** If a district wants to create a district center, the District Advisory Board will submit the proposal to the Board of General Superintendents. The Board of General Superintendents

must first approve the plan, in writing, before the district may begin creating the center. (319)

**225.13** The District Advisory Board recommends granting initial district licenses or renewing district licenses of ministers who serve as pastor. (532.5)

**225.14** The District Advisory Board will approve or disapprove requests from local churches to operate childcare programs or a school. The district superintendent and the District Advisory Board may establish a Childcare Programs and Schools Committee. It will recommend policies, procedures, and philosophy to the District Advisory Board for the churches of the district to use. It will also help establish new childcares and schools, as well as support and monitor them. (151, 211.14, 517)

**225.15** Every year, the District Advisory Board will vote whether to approve Compassionate Ministry Centers. The decision will be based on regionally established guidelines. The District Advisory Board must first approve a Compassionate Ministry Center in order for it to qualify as an approved “special missions project.”(153.1)

**225.16** The District Advisory Board will approve or disapprove a request from a local church board to nominate a person to be pastor if both of the following apply:

- <sup>a</sup> • The candidate is an ordained elder or a district licensed minister (elder track).
- <sup>b</sup> • The candidate is a member of that local church, or he or she serves as a paid or unpaid associate of that church.
- <sup>c</sup> The District Advisory Board will consult with the district superintendent before making a decision. (115, 129.2, 159.8, 211.10)

**225.17** The District Advisory Board will approve or disapprove a request from a district licensed or ordained minister for the following activities:

- <sup>a</sup> • To regularly conduct independent church activities that are not under the direction of the Church of the Nazarene.

- <sup>b</sup> • To lead independent missions or unauthorized church activities.
- <sup>c</sup> • To be connected with the operating staff of an independent church, religious group, Christian ministry, or denomination.
- <sup>d</sup> The District Advisory Board must determine whether to approve these requests every year. (528, 538.13)
- 225.18** The District Advisory Board may elect or dismiss any paid assistants employed by the district. (245-245.1)
- 225.19** The District Advisory Board, in consultation with the district superintendent, will act as a finance committee between assemblies. It will have authority to adjust operational budgets as necessary, and it will report those adjustments to the district assembly. (223.1)
- 225.20** The District Advisory Board will protect all district property from being diverted, for any reason, from the use of the Church of the Nazarene. This includes real and personal property of the district and any equity it may have. (102.4, 106.5, 206)
- 225.21** The District Advisory Board will elect a district treasurer to serve for one to three years and until his or her successor is elected and qualified. (222)
- 225.22** The District Advisory Board will elect a district secretary to serve for one to three years and until his or her successor is elected and qualified. (219)
- 225.23** The District Advisory Board will certify the withdrawal or attempted withdrawal of any local church from the Church of the Nazarene. The board may then use this certification to transfer the title to property. (106.2)
- 225.24** The District Advisory Board will elect, if needed, a District Auditing Committee to serve until the close of the next district assembly. (205.25)
- 225.25** The District Advisory Board will give an annual report to the district assembly. The report will summarize the work of the board including the number of meetings.

- 226** The District Advisory Board may issue a transfer of membership to another district between meetings of the district assembly for the following persons:
- <sup>a</sup> • A district licensed or ordained minister
  - <sup>b</sup> • A minister of Christian education
  - <sup>c</sup> • A deaconess
  - <sup>d</sup> The following applies to the district that receives the transfer. The District Advisory Board may accept the transfer and grant full rights and privileges of membership on its district. The Ministerial Credentials Board or Board of Ministry will consider the recommendation and may send it to the district assembly for final approval. (205.8-205.9, 231.9-231.10, 508, 511, 537-537.2)
- 226.1** If requested, the District Advisory Board may issue a “Certificate of Commendation” to a member of the district assembly who wishes to unite with another denomination. (815)
- 227** The District Advisory Board may suspend a licensed deaconess when such an action is required for the good of the church. The following must occur before the District Advisory Board considers this action:
- <sup>a</sup> • The district superintendent approves the suspension.
  - <sup>b</sup> • The District Advisory Board holds a conference with the church board of the church where she is a member.
  - <sup>c</sup> • The District Advisory Board gives the deaconess a fair hearing.
- 228** If a licensed or ordained minister of another denomination asks to unite with the Church of the Nazarene between meetings of the district assembly, the following must happen:
- <sup>a</sup> • The District Advisory Board will examine the minister's credentials.
  - <sup>b</sup> • The District Advisory Board will make a recommendation to the local church.
  - <sup>c</sup> • If the District Advisory Board's recommendation is favorable, the local church may then receive the minister as a member. (520, 532.2, 535)

## I. The Ministerial Credentials Board

- 229 Election.** The Ministerial Credentials Board will have at least five assigned ordained ministers, one of whom will be the district superintendent. If ordained, the district secretary will be the second assigned ordained minister. If the district secretary is not ordained, he or she will serve as a non-voting member of the board. The elected members serve for four years, and the District Advisory Board may choose to stagger the terms. (205.15)
- 229.1 Vacancy.** If a vacancy in the Ministerial Credentials Board occurs between district assemblies, the district superintendent may appoint a replacement. (215)
- 230 Organization.** After the district assembly elects the Ministerial Credentials Board, the district superintendent will call a meeting to organize the board.
- 230.1** The district superintendent will be the ex-officio chairperson of the board. However, he or she may request that the board elect an acting chairperson to serve until the close of the next district assembly. (216)
- 230.2** The Ministerial Credentials Board will elect one of its members to serve as secretary. He or she will create a system to record carefully all the actions of the board and to safeguard those records. The system will be the property of the district. The secretary will promptly deliver the records to his or her successor.

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### *The duties of the Ministerial Credentials Board*

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- 231, 231.2** The Ministerial Credentials Board will carefully examine and evaluate the following persons when they are properly presented to the board or to the district assembly:
- <sup>a</sup> • A candidate for election to the order of elder
  - <sup>b</sup> • A candidate for election to the order of deacon
  - <sup>c</sup> • A candidate for a district minister's license
  - <sup>d</sup> • All persons who request a certificate for any of the roles of ministry. This includes all lay and ministerial candidates who want recognition for ministries beyond the local church. (505)

- <sup>e</sup> • Any other special relations provided by the *Manual*
- 231.3** The Ministerial Credentials Board's examination will include any questions and investigations necessary to determine the following:
  - <sup>a</sup> • The candidate's personal experience of salvation
  - <sup>b</sup> • The candidate's personal experience of entire sanctification by the baptism with the Holy Spirit
  - <sup>c</sup> • The candidate's knowledge of the doctrines of the Bible
  - <sup>d</sup> • The candidate's full acceptance of the church's doctrines, the "Covenant of Christian Character," the "Covenant of Christian Conduct," and the church's form of government
  - <sup>e</sup> • Evidence of the candidate's graces, gifts, and qualifications—intellectual, moral, and spiritual
  - <sup>f</sup> • The candidate's suitability for the ministry to which he or she feels called
- 231.4** The Ministerial Credentials Board will carefully investigate the candidate's conduct. This will help identify any patterns or habits that would be inconsistent with the ministry for which the candidate has applied.
- 231.5** The Ministerial Credentials Board may approve or disapprove the reappointment of a local minister who was appointed as a supply pastor. This examination and approval is necessary for him or her to continue to serve after the district assembly. (531.6)
- 231.6** The Ministerial Credentials Board will investigate and review the situation when an ordained minister fails to report to the district assembly for two successive years. The board will make a recommendation to the district assembly on whether to continue to list the minister in the district's Roster of Ministers.
- 231.7** The Ministerial Credentials Board will investigate reports of an ordained minister who has done one of the following:
  - <sup>a</sup> • The minister placed his or her church membership with another denomination or church.
  - <sup>b</sup> • The minister joined the ministry of another denomination or religious group.

- <sup>c</sup> • The minister is participating in independent, religious activities without proper permission.
- <sup>d</sup> The board will make a recommendation to the district assembly on whether to continue to list the minister in the Roster of Ministers. (112, 538.13)
- 231.8** The Ministerial Credentials Board will vote whether to recommend, to the district assembly, the “retired relation” for a minister who requests it. Such a request to stop active, ministerial service may be because of age or disability. (205.27, 536)
- 231.9** The Ministerial Credentials Board will recommend to the district assembly, transfers of district licensed and ordained ministers to another district. This includes anyone licensed in any of the roles of ministry. It also includes any interim transfers that the District Advisory Board approved. (205.9, 537-537.2)
- 231.10** The Ministerial Credentials Board will make a recommendation to the district assembly whether to receive ministers transferring to the district. This includes anyone with a ministerial credential: ordained and district licensed minister and those in licensed roles of ministry. It also includes interim transfers approved by the District Advisory Board. (205.8, 537-537.2)

## **J. The Ministerial Studies Board**

- 232** **Election.** The Ministerial Studies Board will have at least five assigned ordained ministers, elected by the district assembly. The members will serve for four years and until their successors are elected and qualified. The district assembly may choose to stagger the terms. (205.16)
- 232.1** **Vacancies.** The district superintendent may appoint a minister to fill a vacancy in the board if it occurs between district assemblies. (215)
- 233** **Organization.** Before the close of the district assembly, the district superintendent or district secretary will call a meeting to organize the board.

**233.1, 233.2 Officers.** The Ministerial Studies Board will elect one of its members as chairperson. It will elect an assigned ordained minister as secretary. The secretary will function as a full member of the board.

<sup>a</sup> **Supervision of candidates enrolled in a validated course of study.** The board will examine the progress of candidates for ordination enrolled in a validated course of study for ministerial preparation. It will vote whether to advance candidates through the various stages of the course of study. The board will maintain a permanent record of all students.

<sup>b</sup> The chairperson will assign candidates for ordination to the other members of the board. The assigned board member will be responsible for the candidate, and supervise him or her through the process of completing a validated course of study. The assignment will continue as long as the candidate remains actively enrolled during the member's term of office unless other arrangements are mutually made. (233.5, 529.1-529.3)

**233.3** The chairperson of the Ministerial Studies Board will attend all meetings of the board unless prevented by circumstances beyond his or her control. He or she will oversee the work of the board each year. If the chairperson is unable to attend a meeting, the secretary will preside temporarily.

**233.4** The secretary will create a suitable system to record the work of the Ministerial Studies Board. This will be an expense of the district assembly, and it will be the district's property. The system will follow the instructions in the *Sourcebook on Ordination*.

**233.5** All members of the Ministerial Studies Board will faithfully attend the meetings of the board. They will supervise the candidates in the following ways:

<sup>a</sup> • The members will give encouragement, counsel, and guidance.

<sup>b</sup> • The members will train—by example and in conversation—the ethics of being an ordained or licensed minister. They will give special attention to how a minister can avoid sexual misconduct.

(233.1)



- 233.6 The Ministerial Studies Board will encourage, aid, and guide candidates who are pursuing validated courses of study in a Nazarene institution of higher education. It will do this in cooperation with the district superintendent and Global Clergy Development through the respective Course of Study Advisory Committee.
- 234 The Ministerial Studies Board may offer classes or seminars to assist licensed ministers or other candidates in their pursuit of completing a validated course of study. The board may also establish a central library for ministerial preparation, subject to approved district funding.
- 234.1 The chairperson and the secretary of the Ministerial Studies Board, in consultation with the district superintendent, have the authority to add students to its list of candidates enrolled in a validated course of study for ministerial preparation. (233.1-233.2, 529.1-529.3)
- 234.2 The Ministerial Studies Board will act in conformity with the *Sourcebook on Ordination*.
- 234.3 The Ministerial Studies Board will prepare a report of each candidate's educational progress. It will send the report to the Ministerial Credentials Board, and it will include all relevant information. The Ministerial Credentials Board must receive the information in time to process the information before the district assembly.
- The Ministerial Studies Board will recommend, to the district assembly, where to place a candidate in a validated course of study. It will also recommend advancement in a validated course of study and graduation from it. The placement, advancement, and graduation of candidates will be consistent with guidelines provided by Global Clergy Development through the respective Course of Study Advisory Committee.
- 234.4 The Ministerial Studies Board will be responsible for the promotion of lifelong learning for ministers on the district. The district superintendent will provide general guidance for the district's program. The board will cooperate with officially recognized Nazarene institutions for ministerial preparation and the Global Clergy Development through

the respective Course of Study Advisory Committee. Life-long learning will include education on the ethics of being an ordained or licensed minister. It will give special attention to how a minister can avoid sexual misconduct.

### **K. The District Evangelism Board or director**

- 235 The district assembly may elect either a District Evangelism Board or a district director of evangelism. Those elected will serve until the close of the next district assembly and until their successors are elected and qualified. (205.19)
- 235.1 The District Evangelism Board or the district director of evangelism will cooperate with the district superintendent to promote evangelism on the district. The goal is to focus the district on the Great Commission, which is a priority for the healthy function of the body of Christ. The board or director will promote and strengthen the following:
- <sup>a</sup> • The necessity of holiness evangelism
  - <sup>b</sup> • Training opportunities
  - <sup>c</sup> • Meetings and conferences
  - <sup>d</sup> • Emphasizing the need for local church revivals with God-called evangelists
  - <sup>e</sup> • Every other available means to promote the Great Commission

### **L. The Church Properties Board**

- 236 The Church Properties Board will have at least two assigned ministers and at least two laypersons. In addition, the district superintendent will serve as the ex-officio chairperson. The district assembly will elect members to serve for four years or until their successors are elected and qualified. The district assembly may vote to have the District Advisory Board serve as the Church Properties Board.

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*The duties of the Church Properties Board*

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- 237, 237.1 The Church Properties Board will advance efforts to construct church-related buildings within the bounds of the district, in cooperation with the District Advisory Board.

- 237.2 The Church Properties Board will verify and conserve the titles to local church property.
- 237.3 The Church Properties Board will consider proposals submitted by local churches about buying or selling property or constructing buildings for the local church. It will advise the local churches about their proposals. (103-104)
- 237.4 The Church Properties Board, together with the district superintendent, will approve or disapprove proposals submitted by local churches that plan to construct church buildings. This includes plans to seek a loan or increase the debt of the church to purchase property or construct buildings. The Church Properties Board will normally approve a request to increase the local church's indebtedness based on the following guidelines:
- <sup>a</sup> • The local church paid its obligations to district and general funds for the past two years.
  - <sup>b</sup> • The total debt will not be more than three times the average amount raised for all purposes in each of the past three years.
  - <sup>c</sup> • The Church Properties Board has already approved the details of the plan.
  - <sup>d</sup> • The total debt and the terms of payment will not put the spiritual life of the church in danger.
- <sup>e</sup> If the Church Properties Board wants to approve requests that do not meet these guidelines, it must also have the approval of the District Advisory Board and the district superintendent. (103-104)
- 237.5 The Church Properties Board will do whatever else the district assembly might request related to local church properties.

### **M. The District Assembly Finance Committee**

- 238 The district assembly will elect a District Assembly Finance Committee. (205.21)

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*The duties of the District Assembly Finance Committee*

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- 238.1 The District Assembly Finance Committee will meet prior to the district assembly. It will make recommendations to

the district assembly about the apportionments of the local churches. (32.5)

**238.2, 238.3** The District Assembly Finance Committee will publish in the *District Assembly Journal* the method used to determine the amount of all apportionments for district and general funds.

- <sup>a</sup> The District Assembly Finance Committee will do whatever else the district assembly may direct in areas of district finance. (205.21)

### **N. The District Advisory Committee**

**239** The District Advisory Committee will have the following members:

- <sup>a</sup> • The members of the District Advisory Board
- <sup>b</sup> • The chairperson of the District SDMI Board
- <sup>c</sup> • The president of the district NMI
- <sup>d</sup> • The president of the district NYI
- <sup>e</sup> • The district secretary
- <sup>f</sup> • The district treasurer

- <sup>g</sup> This committee will meet as necessary. The district superintendent, the general superintendent in jurisdiction, or someone appointed by the general superintendent will chair the committee. (209)

### **O. The district chaplaincy director**

**240** The district superintendent may appoint a district chaplaincy director. In cooperation with the district superintendent, he or she will promote and strengthen holiness evangelism through the specialized ministry of chaplaincy. The chaplaincy director will promote and support evangelism through industrial, institutional, campus, and military opportunities. The director will give special attention to Nazarenes serving in the military. He or she may appoint and assist “host pastors” located near military bases to work with military members and their families for Christ. Their goal will be to bond them to the church while they are serving their country. (211.9)

## P. The District SDMI Board

- 241 The District Sunday School and Discipleship Ministries International (SDMI) Board will have the following members:
- <sup>a</sup> • The district superintendent (ex officio)
  - <sup>b</sup> • The district NMI president (ex officio)
  - <sup>c</sup> • The district NYI president (ex officio)
  - <sup>d</sup> • The chairperson of the District SDMI Board (ex officio)
  - <sup>e</sup> • At least three additional members elected to staggered terms by the district assembly or the district SDMI convention
- <sup>f</sup> When possible, at least four of the ten board members will be laypersons.
- <sup>g</sup> The ex-officio members will be the executive committee. The elected members will serve for three years and until their successors are elected and qualified. When a District SDMI Board is first organized, the district assembly will elect members from six nominees. One will be elected for one year, one for two years, and one for three years. When the district total membership exceeds 5,000, the district assembly may choose to nominate 12 candidates and elect six.
- <sup>h</sup> The district superintendent may fill vacancies in the SDMI Board that happen between district assemblies. (215)

### *The duties of the District SDMI Board*

- 241.1 The District SDMI Board will meet within one week following its election to organize itself and elect officers, including the following:
- <sup>a</sup> • A district SDMI secretary
  - <sup>b</sup> • A district SDMI treasurer
  - <sup>c</sup> • A district director of Adult Ministries
  - <sup>d</sup> • A district director of Children's Ministries
  - <sup>e</sup> • A district director of Continuing Lay Training
- <sup>f</sup> Those elected will become ex-officio members of the District SDMI Board. The executive committee may nominate additional district directors for election by the board. (241)

- 241.2** The District SDMI Board will lead all SDMI interests of the district.
- 241.3** The District SDMI Board will elect the members of the Children’s Ministries Council. The ex-officio chairperson will be the district director of Children’s Ministries. The members will be as follows:
- a* • The district director of directors of boys’ and girls’ camps
  - b* • The district director of Caravan
  - c* • The district director of Vacation Bible School
  - d* • The district director of Bible quizing
  - e* • Children’s church director
  - f* • Craddle Roll director
  - g* • Other members that the council chooses
  - h* NOTE: For additional information concerning the duties of Children’s and Adult Ministries councils, see the *SDMI Handbook*.
- 241.4** The District SDMI Board will elect the members of the Adult Ministries Council. The ex-officio chairperson will be the district director of Adult Ministries. The members will be as follows:
- a* • The district director of marriage and family life
  - b* • The district director of senior adult ministries
  - c* • The district director of single adult ministries
  - d* • The district director of lay retreats
  - e* • The district director of small-group Bible studies
  - f* • The district director of women’s ministries
  - g* • The district director of men’s ministries
  - h* • Other members that the council chooses
- 241.5** The District SDMI Board will arrange an annual SDMI convention. (241)
- 241.6** The District SDMI Board will determine, in consultation with the district superintendent, where elections for the District SDMI Board members and chairperson will be held—at the district assembly or at the District SDMI Convention.

- 241.7 The District SDMI Board will encourage all local SDMI superintendents, directors of age-group ministries, and NYI presidents to attend the District SDMI Convention.
- 241.8 The District SDMI Board will organize the district into zones and appoint zone chairpersons. The chairpersons will assist the board in the work of the SDMI on the district.
- 241.9 The District SDMI Board will plan and implement district or zone classes for Continuing Lay Training.
- 241.10 The District SDMI Board will assist the SDMI office of the Church of the Nazarene, Inc. to collect information relating to district and local SDMI activities.
- 241.11 The District SDMI Board will recommend, to the District Assembly Finance Committee, an annual District SDMI Board budget.
- 241.12 The District SDMI Board will be responsible for the district's lay retreat. The district director of adult ministries will be an ex-officio member of the District Lay Retreat Committee.
- 241.13 The District SDMI Board will approve the report of its chairperson before he or she presents it to the district assembly.
- 241.14 The District SDMI Board will meet as frequently as the district superintendent or chairperson decides is necessary.
- 242 **The District SDMI chairperson.** The district assembly or the SDMI Convention will elect the District SDMI chairperson. He or she will serve for a one or two-years. If the district SDMI Board and the district superintendent recommend it, a current chairperson may be reelected by a "yes or no" vote. Otherwise, the District Nominating Committee will nominate two or more candidates for election. A vacancy in between of sessions of the district assembly may be filled according to the provisions of paragraph 215. (241.6)

*The duties and powers of the District SDMI chairperson*

- 242.1 The district SDMI chairperson will lead the SDMI on the district in the following ways:
- • The chairperson will promote programs of growth in enrollment and attendance.

- <sup>b</sup> • The chairperson will coordinate the district programs relating to children's ministries and adult ministries.
- <sup>c</sup> • The chairperson will work with NYI to coordinate youth Sunday School, Bible studies, and small groups.

**242.2** The district SDMI chairperson will be an ex-officio member of the district assembly and the District SDMI Board.

**242.3** On behalf of District SDMI Board, the district SDMI chairperson will prepare a written report for the *District Assembly Journal*. (241.13)

### **Q. The District NYI**

**243** Nazarene ministries to youth are organized by Nazarene Youth International (NYI) according to the NYI charter. The district NYI is under the authority the district superintendent, the District Advisory Board, and the district assembly. The district NYI is composed of the members and local groups of NYI on the district.

**243.1** The district NYI will be organized according to the NYI District Ministry Plan (810.200—810.219). The district NYI may adapt the plan in response to district youth ministry needs (see 810.103). Adaptations must be consistent with the NYI Charter and the *Manual*.

### **R. The District NMI**

**244** The district Nazarene Missions International (NMI) is composed of the local NMI on the district. The district NMI represents Global NMI in district ministries. (811)

**244.1** The district NMI is governed by the NMI constitution. The constitution is approved by the Global NMI Convention and the Global Missions Committee of the General Board. The district NMI is under the authority of the district superintendent, the District Advisory Board, the district assembly, and the district NMI council. (811)

**244.2** The president of the district NMI will serve without salary. He or she will be an ex-officio member of the district assembly. (201)



## S. District paid assistants

- 245 The district may find it necessary to hire paid assistants in order to administer the district more efficiently. The district superintendent will first receive the written approval of the general superintendent in jurisdiction. Then, the district superintendent will nominate them to be elected by the District Advisory Board. Paid assistants will be hired for no more than one year. Their employment may be renewed with the recommendation of the district superintendent and a majority vote of the District Advisory Board. (211.16)
- 245.1 The dismissal of a paid assistant before the end of their employment period requires the recommendation of the district superintendent and the majority vote of the District Advisory Board. (225.16)
- 245.2 The district superintendent will determine the duties and services of paid district assistants and will supervise them.
- 245.3 When a district superintendent resigns or is terminated, the term of service of the paid assistants will end, if national labor law allows. A district may request that the general superintendent in jurisdiction approve that any or all district staff members continue temporarily. This requires the written approval of the general superintendent in jurisdiction and the District Advisory Board. The continuation will not be longer than the date that the new superintendent takes office. (209.3-209.4)
- 245.4 Paid district assistants may serve in elected or appointed offices such as district secretary or district treasurer. However, a paid district assistant is not eligible to serve on the District Advisory Board.

## T. Disorganization of a district

- 246 When the Board of General Superintendents decides that a district should no longer exist, it may recommend to the General Board that it be disorganized. Disorganization requires a two-thirds vote of the General Board, which will make a formal declaration of the decision. (200)
- 246.1 If the General Board disorganizes a district, the church property of that district will not be diverted to any other

purpose. Instead, it will pass to the control of the Church of the Nazarene, Inc. for the use of the denomination, as the General Assembly shall direct. Any trustees who hold district property, or corporations created to hold property, may not sell or dispose of the property without proper authorization by the appointed agent of the Church of the Nazarene, Inc.. The proceeds of the sale must be given to the appointed agent. (106.2, 106.5, 225.6)

## CHAPTER 3 GENERAL GOVERNMENT

### **A. General Assembly organization and tasks**

- 300 The General Assembly is the highest authority for formulating doctrine, making laws, and authorizing elections. (25-25.8)
- 300.1 The general superintendents will preside at the General Assembly. (25.5, 307.3)
- 300.2 The General Assembly will elect officers and organize itself to complete its business. (25.6)
- 300.3 **Rules of Order.** All legislative meetings in the Church of the Nazarene will follow applicable laws, articles of incorporation, and the bylaws of church government in the *Manual*. The Church of the Nazarene uses the most current edition of *Robert's Rules of Order Newly Revised* for parliamentary procedure. (34)

### **B. Membership of the General Assembly**

- 301 The membership of the General Assembly is composed in the following manner:
- <sup>a</sup> • Equal numbers of ministerial and lay delegates from each Phase 3 district will serve as delegates. The district superintendent will serve as one of the assigned ordained ministerial delegates.
  - <sup>b</sup> • General superintendents, emeriti general superintendents, and retired general superintendents are members.

- c* • The Global NMI president and the Global NYI Council chair are members.
- d* • The Church of the Nazarene, Inc. officers and directors who have global responsibility and report to the General Board are members.
- e* • Presidents of the regional International Board of Education schools from each region are members. One-half will be voting members, and the other half will be non-voting members. The International Board of Education will determine the number of members and the selection process.
- f* • The missionaries commissioned by the General Board from each region will elect one of their own as a delegate. If there is no election, the Global Missions Committee will select the missionary representative.

**301.1** Each Phase 3 district is allowed the following representation at the General Assembly. “Assigned ordained minister” includes elders and deacons.

- a* • Two assigned ordained ministers and two laypersons for the first 6,000 or fewer full church members will serve as delegates.
- b* • One additional assigned ordained minister and one additional layperson for the next 4,000 full members will serve as delegates.
- c* • One additional assigned ordained minister and one additional layperson for each successive additional 5,000 full members will serve as delegates.

*d* For example:

0 to 6,000: 4 delegates (2 lay, 2 ministerial)

6,001 to 10,000: 6 delegates (3 lay, 3 ministerial)

10,001 to 15,000: 8 delegates (4 lay, 4 ministerial)

15,001 to 20,000: 10 delegates (5 lay, 5 ministerial)

20,001 to 25,000: 12 delegates (6 lay, 6 ministerial)

25,001 to 30,000: 14 delegates (7 lay, 7 ministerial)

30,001 to 35,000: 16 delegates (8 lay, 8 ministerial)

35,001 to 40,000: 18 delegates (9 lay, 9 ministerial)

Etc.

- 301.2** Each Phase 2 district is allowed one assigned ordained minister and one layperson to serve as delegates. The assigned minister will be the district superintendent. The district assembly will elect an alternate for each delegate.
- 301.3** Each Phase 1 district is allowed one non-voting delegate at the General Assembly. The district superintendent will serve as the delegate if he or she is a member of the district. If the district superintendent is not a member of the district, the district will elect an alternate who is a member of the district.
- 301.4** Assigned ordained ministers who are elected to serve as delegates to the General Assembly cannot serve if any of the following happens:
- <sup>a</sup> • They accept a ministerial assignment on another district.
  - <sup>b</sup> • They leave the active, assigned ministry of the Church of the Nazarene before the General Assembly begins.
  - <sup>c</sup> • The district assembly grants them “retired status” before the General Assembly begins.
- 301.5** Laypersons who are elected as delegates to the General Assembly cannot serve if they move their membership to another district before the General Assembly begins.

### **C. The time and place of the General Assembly**

- 302** The General Assembly will meet in the month of June every fourth year. The general superintendents and an equal number of persons chosen by them will constitute the General Assembly Commission. In the event of an emergency, the commission has the power to change the time and place of the meeting of the General Assembly.
- 302.1** When appropriate, the Board of General Superintendents and the General Board’s Executive Committee may select additional sites for the General Assembly to conduct its business. All meetings must happen at the same time regardless of the site. The votes of delegates from the additional sites will be included with the votes of delegates at the primary site of the General Assembly.
- 302.2** The General Assembly will open with devotional and inspirational services. Business meetings and other inspiration-

al meetings will follow. The General Assembly will set the time of adjournment. (25.3)

### **D. Special sessions of the General Assembly**

- 303 In the event of an emergency, a majority of the Board of General Superintendents has the authority to call a special session of the General Assembly. Two-thirds of all district superintendents must give written consent to the special meeting. The general superintendents and a commission chosen by them will determine the time and place for the special session.
- 303.1 Delegates and alternates of the most recent General Assembly or their elected and qualified successors will serve as delegates to a special session of the General Assembly.

### **E. General Assembly Arrangements Committee**

- 304 At least one year before the General Assembly begins, the Board of General Superintendents will appoint a General Assembly Arrangements Committee. The general secretary, general treasurer, and three other members appointed by the Board of General Superintendents will constitute the committee.
- 304.1 The General Assembly Arrangements Committee will have authority to arrange all necessary details and enter into contracts concerning the General Assembly.
- 304.2 The General Assembly Arrangements Committee and the general superintendents will plan a program for the General Assembly. They will include an emphasis for each general interest of the church. They will plan the Lord's Supper service and other religious services. The General Assembly will vote whether to approve the program.

### **F. Business of the General Assembly**

- 305 The business of the General Assembly, subject to paragraph 25.8 of the Church Constitution, will include the following.
- 305.1 **Reference Committee.** The Reference Committee will review the following documents before presenting them to the General Assembly:

- a • Resolutions
- b • Recommendations
- c • Legislation from commissions
- d • Special committee reports
- e The committee will review these and other documents and refer them to standing committees, special committees, or regional caucuses. The committees or caucuses will then present the legislation to the General Assembly. If legislation affects a specific region or regions, the Reference Committee may choose to submit it to the specific region or regions for action.
- f The entire General Assembly must vote on changes that affect the *Manual*.

**305.2 Election of general superintendents.** The General Assembly will elect six elders as general superintendents. The election will require a two-thirds vote of its members present and voting. The general superintendents will serve until 30 days following the adjournment of the next General Assembly and until their successors are elected and qualified. The process for electing the general superintendents is as follows:

1. There will be a “yes” or “no” ballot for those currently serving as general superintendents.
2. New general superintendents will be elected by successive ballots until all vacancies are filled.

- a The following are not eligible for election as a general superintendent:
  - b • Anyone younger than 35 years of age
  - c • Anyone 68 years of age or older
  - d • Anyone who has ever surrendered his or her credentials for disciplinary reasons
- e If someone who is ineligible for election as a general superintendent receives votes on the first ballot, that person’s name will be deleted from future ballots. The report of the first ballot would then include the following statement: “One or more names were deleted due to ineligibility for the office.” (25.4, 307.16, 900)

- 305.3 Election of general superintendents to emerita or emeritus status.** The General Assembly may elect a general superintendent to the status of “emerita” or “emeritus.” This honor is available solely for general superintendents who have become disabled or been granted retired status. It is for life. (314.1)
- 305.4 Request for retirement status.** The General Assembly may grant a general superintendent’s request for retired status. The General Assembly may place a general superintendent in retired status if he or she is unable to serve adequately. This may be due to physical disability or any other disqualification. However, the general superintendent must have served at least one full term to receive retired status.
- If a general superintendent requests retirement status between General Assemblies, the General Board may grant the request during its regular session. The Board of General Superintendents must first recommend the retired status. (314.1)
- 305.5 Retirement pension.** The General Assembly will determine an appropriate retirement pension for each retired general superintendent.
- 305.6 Election of the General Board.** The General Assembly will elect a General Board. The members will serve until the adjournment of the next General Assembly and until their successors are elected and qualified. (331, 332.1–333.4, 901)
- 305.7 Election of the General Court of Appeals.** The General Assembly will elect a General Court of Appeals composed of five assigned ordained ministers. They will serve until the adjournment of the next General Assembly and until their successors are elected and qualified. The Board of General Superintendents will select the chairperson and the secretary. (25.7, 611, 902)
- 305.8** The General Assembly may take any other actions for the general well-being of the Church of the Nazarene. These actions will be in harmony with the Bible, the mission of Christ, and the Constitution of the Church of the Nazarene. (25.8)

## G. The general superintendents

- 306 The general superintendents provide apostolic, visionary, and spiritual leadership in the following ways:
- <sup>a</sup> • They will articulate the mission of the church.
  - <sup>b</sup> • They will cast a vision for the future of the church.
  - <sup>c</sup> • They will ordain ministers.
  - <sup>d</sup> • They will promote and assure theological consistency.
  - <sup>e</sup> • They will provide oversight for jurisdictional and administrative matters of the general church.

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### *The duties and powers of the general superintendents*

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- 307, 307.1 The general superintendents have general supervision of the Church of the Nazarene. Their work is subject to the laws and procedures adopted by the General Assembly.
- 307.2 The general superintendents are ex-officio members of the General Assembly. (301)
- 307.3 The general superintendents will preside over the General Assembly and the meetings of the General Board. (300.1, 335.3)
- 307.4 The general superintendents have discretionary authority to ordain, or appoint others to ordain, those who have been appropriately elected as elders or deacons. (320, 538.5-538.6)
- 307.5 A general superintendent serves as the chairperson of each district assembly as scheduled by the Board of General Superintendents. A general superintendent may appoint an ordained elder to serve in his or her place. (202, 214)
- 307.6 The general superintendent presiding at a district assembly, the district superintendent, and District Advisory Board will concur with local church delegates to appoint pastors of local churches that have not called pastors. (218.1)
- 307.7 The general superintendent in jurisdiction may appoint an elder as district superintendent to fill a vacancy that occurs between district assembly sessions. The appointment will be made after consulting with the District Advisory Committee. All qualified elders are eligible for consideration, including elders on the district. (209, 239)



- 307.8 The general superintendent in jurisdiction and the District Advisory Board will determine if a district superintendent becomes temporarily incapacitated. The general superintendent in jurisdiction will consult with the District Advisory Board before appointing a qualified elder to serve as interim district superintendent. (209.2)
- 307.9 The general superintendent in jurisdiction may recommend to the Board of General Superintendents that a Phase 3 district be declared “in crisis.” (200.2, 322)
- 307.10 The general superintendent in jurisdiction may preside at an annual or special meeting of a local church or appoint a representative to do so. (113.5)
- 307.11 General superintendents are not voting members of any Nazarene board other than the Board of General Superintendents unless the bylaws of the other board permit it. (307.12)
- 307.12 General superintendents will not hold any other general office in the church while serving as general superintendent. (307.11)
- 307.13 All official actions of general superintendents are subject to review and revision by the General Assembly.
- 307.14 An official act of one general superintendent may be nullified by a unanimous vote of the remaining members of the Board of General Superintendents.
- 307.15 The Board of General Superintendents may declare vacant, for cause, the office of a general superintendent, This action requires the unanimous vote of the remaining members of the Board of General Superintendents and a two-thirds vote of the General Board.
- 307.16 General superintendents, elected by the General Assembly, will serve until 30 days after the adjournment of the next General Assembly and until their successors are elected and qualified. (305.2)

## **H. General superintendents emeriti and retired**

- 314 Retired and emeriti general superintendents are ex-officio members of the General Assembly. (301)

- 314.1 Retired and emeriti general superintendents cannot be a member of the Board of General Superintendents. However, the Board of General Superintendents has the authority to give a temporary assignment to a retired general superintendent. The Board of General Superintendents may do this if an active general superintendent cannot serve because of illness or emergency.

### **I. The Board of General Superintendents**

- 315 The general superintendents will organize themselves as the Board of General Superintendents. They will coordinate and assign to themselves their various jurisdictions.
- 316 **Vacancy.** Between General Assemblies, a general superintendent may not be able to continue to serve. If this happens, the Board of General Superintendents may choose to hold an election to fill the vacancy. The board will notify the general secretary who will notify all members of the General Board. The General Board members will elect an elder as the new general superintendent by a two-thirds vote by ballot. He or she will perform the duties of the general superintendent until 30 days after the end of the next General Assembly and the next general superintendent is elected and qualified. (25.4, 305.2)
- 316.1 The general secretary will report the results of the election to the Board of General Superintendents, which will announce the results of the election.

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#### *The duties of the Board of General Superintendents*

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- 317, 317.1 The Board of General Superintendents will provide supervision, guidance, and motivation for the general church. It will give special attention to leadership and theology for all districts, agencies, and ministries of the Church of the Nazarene.
- 317.2 The Board of General Superintendents may recommend changes in the assignment of geographical areas to the General Board for approval. Before recommending changes, the Board of General Superintendents will consult with the director of Global Missions and appropriate national, administrative, and regional directors.

- 317.3** The Board of General Superintendents has authority and oversight of ecclesiastical policies and plans. Concerning other matters, the Board will serve in an advisory capacity to all other boards and committees of the general church. At its discretion, the Board of General Superintendents will make recommendations to the General Board and its committees. The Global Missions Committee will nominate new missionaries to the General Board. The Board of General Superintendents will vote whether to approve missionary nominations.
- 317.4** The Board of General Superintendents and the General Board Executive Committee together serve as the Nominating Committee. The Nominating Committee will bring one or more names to the General Board for election of a general secretary and a general treasurer.
- 317.5** The Board of General Superintendents may declare certain offices to be “vacant” by two-thirds vote. The offices include the general secretary, the general treasurer, and department directors.
- 317.6** The Board of General Superintendents selects the chairperson and secretary of the General Court of Appeals. The Board of General Superintendents fills vacancies in the membership of the court that happen between General Assemblies. (305.7, 612, 902)
- 317.7** The Board of General Superintendents fills vacancies of all special commissions or committees that occur between General Assemblies or General Board meetings.
- 317.8** The Board of General Superintendents appoints its members to advise the Nazarene institutions of higher education that are affiliated with the International Board of Education. (905)
- 317.9** The Board of General Superintendents works with Global Clergy Development to arrange programs for ministerial studies for licensed and lay ministers. (529–530)
- 317.10** The Board of General Superintendents will plan, protect, and promote the World Evangelism Fund, which is the major source of financial support for Global Missions. The Board

- of General Superintendents and the General Board are authorized and empowered to establish the local churches' responsibilities and funding goals for the World Evangelism Fund. (32.5, 130, 335.7)
- 317.11 The Board of General Superintendents will approve in writing the return of a credential to a former elder or deacon. (539.11, 540.8, 540.12)
- 318 The Board of General Superintendents has the authority to interpret the doctrine and policies of the Church of the Nazarene. They also have the authority to interpret the meaning and application of the *Manual*. Their interpretation may be appealed to the General Assembly.
- 319 The Board of General Superintendents will consider and may approve plans for district centers. The plans will not be implemented until the Board of General Superintendents gives written approval. (225.12)
- 320 The Board of General Superintendents has discretionary authority to ordain or not ordain a divorced person. (307.4, 533.3, 534.3)
- 321 The general superintendent in jurisdiction of a Phase 2 or Phase 1 district may recommend to the Board of General Superintendents that the office of a district superintendent be declared "vacant," for cause. For a Phase 3 district, the Board of General Superintendents may declare the office of a district superintendent "vacant" with a two-thirds vote of the District Advisory Committee. (209.1, 239)
- 322 The Board of General Superintendents may declare a Phase 3 district "in crisis." (200.2, 307.9)
- 323 Following each general assembly, the revised *Manual* will be published in as many languages as possible.
- <sup>a</sup> The Board of General Superintendents will announce the date that the new *Manual* becomes official.
- 324 The Board of General Superintendents has authority to do anything in the service of the Church of the Nazarene that is not covered by the *Manual*. These actions will be in harmony with the general church order and with the Church Constitution.

## J. The general secretary

- 325** The General Board elects the general secretary according to its bylaws. He or she will serve until the end of the next General Assembly and until a successor is elected and qualified. (317.5, 900.2)
- 325.1** The general secretary is an ex-officio member of the General Assembly. (301)
- 325.2** The General Board will fill the office of general secretary if it becomes vacant between General Board meetings. (317.4, 335.21)
- 325.3** The general secretary will be accountable to the Board of General Superintendents and the General Board.

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### *The duties of the general secretary*

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- 326, 326.1** The general secretary is the ex-officio secretary of The Church of the Nazarene, Inc., the General Board, and the General Assembly. The general secretary will record and safeguard the journal of their proceedings. (331.2)
- 326.2** The general secretary will record and safeguard the general statistics of the Church of the Nazarene.
- 326.3** The general secretary will safeguard documents belonging to the General Assembly and deliver the documents to his or her successor.
- 326.4** The general secretary will safeguard all permanent records and decisions made by the General Court of Appeals. (614)
- 326.5** The general secretary will catalogue and safeguard all ministerial credentials that are filed, surrendered, removed, or resigned. The general secretary will return the credentials only after receiving an official order by the district from which they were received. (539-539.3, 539.8, 539.11)
- 326.6** The general secretary will audit district statistical charts. (220.3)
- 326.7** The general secretary will safely keep the records of persons who receive a district minister's license.
- 326.8** The general secretary will provide the minutes of the General Assembly sessions to the delegates.

- 326.9 The general secretary will make the latest version of the *Manual* available.
- 326.10 The general secretary will faithfully do whatever else may be necessary to fulfill the duties of the office.
- 327 The general secretary will safeguard the legal documents that belong to the general church.
- 327.1 The general secretary has authority to collect and safeguard historical records and materials about the denomination.
- 327.2 The general secretary will maintain the “Register of Historic Sites and Landmarks.” (913)
- 328 The general secretary will work with the general superintendents to prepare for the General Assembly. Specifically, the general secretary will prepare *Rules of Order Manual Abridgment* for revision. In addition, the general secretary will prepare necessary forms and other materials needed for the work of the General Assembly. The cost of preparing these items for use at the General Assembly will be paid from the General Assembly expense fund.
- 328.1 The General Assembly may elect assistants for the general secretary. Between General Assemblies, the Board of General Superintendents may appoint such assistants.

### **K. The general treasurer**

- 329 The General Board elects the general treasurer according to its bylaws. He or she will serve until the end of the next General Assembly and until a successor is elected and qualified. (317.5, 900.3)
- 329.1 The general treasurer is an ex-officio member of General Assembly. (301)
- 329.2 The general treasurer is accountable to the general superintendent in jurisdiction for the Global Ministry Center’s financial office, the Board of General Superintendents, and the General Board.

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#### *The duties of the general treasurer*

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- 330, 330.1 The general treasurer is the custodian of all funds that belong to the general interests of the Church of the Nazarene.

- 330.2** The general treasurer will receive and disburse funds for the following committees, boards, and organizations:
- a* • The Global Administration and Finance Committee
  - b* • The Global Education and Clergy Development Committee
  - c* • The Global Missions Committee
  - d* • The General Board and all of its departments
  - e* • The General Superintendents' Fund
  - f* • The General Contingency Fund
  - g* • The General Assembly Expense Fund
  - h* • The general benevolent church funds
  - i* • The Global NYI and the Global NMI
- (331.3)
- 330.3** The general treasurer will give bond for the performance of his or her duties. The General Board will decide which insurance company to use.
- 330.4** The general treasurer will give reports to the boards and departments for which he or she is the custodian.
- 330.5** The general treasurer will give an annual report of all the finances of the Church of the Nazarene, Inc. including investments, to the General Board. (335.12)
- 330.6** The general treasurer will purchase insurance policies to safeguard annuity funds that are invested in real estate. He or she will assure that these policies do not lapse.

## **L. The General Board**

- 331** The Church of the Nazarene, Inc. is a nonprofit corporation, incorporated under the laws of the State of Missouri, USA. The General Assembly will elect by ballot the members of its General Board. To be elected as a representative of a church region, a nominee must be a resident and a local church member on that region. (305.6, 332.1–333.5, 334)
- 331.1** **Eligibility.** The following people are not eligible for election as members to the General Board. Once elected, members will not remain on the General Board if any of these apply:
- a* • Employees of The Church of the Nazarene, Inc.

- <sup>b</sup> • Employees of entities or educational institutions that receive financial subsidy from The Church of the Nazarene, Inc.

- <sup>c</sup> • Individuals from districts or other entities that receive operating funds from the general church.

**331.2** The general secretary is the ex-officio secretary of The Church of the Nazarene, Inc. and the General Board. (326.1)

**331.3** The general treasurer is the ex-officio treasurer of The Church of the Nazarene, Inc., the General Board, and the departments of The Church of the Nazarene, Inc. (330.2).

**332** **Nominations.** Nominations for election to the General Board are as follows.

**332.1** After a Phase 3 district elects its delegates to the General Assembly, those delegates will meet to nominate candidates to the General Board. The delegates should consider the multicultural composition of its membership when selecting names for nomination. The process is as follows:

1. Each Phase 3 District may nominate two assigned ordained ministers and two laypersons.
2. For regions with a Regional Advisory Council, districts will send their nominations to the national board, if any, and then to the Council.
3. For regions with a Regional Advisory Council, the council may reduce the nominations to three for each member that the region needs to elect.
4. When this process is complete, the nominations will be sent immediately to the general secretary to be placed on ballots.
5. The ballots will be presented to the General Assembly delegates from each region.

(205.23)

**332.2** The delegates to the General Assembly from each region will meet as a çauçuş. Each çauçuş will nominate candidates to the General Assembly for election to the General Board according to the following conditions:

- <sup>a</sup> • Each region of 100,000 or fewer full members will nominate one assigned ordained minister and one layperson.



- <sup>b</sup> • Each region with more than 100,000 and fewer than 200,000 full members will nominate two assigned ordained ministers and two laypersons. One of the ministers will be a superintendent and the other a pastor or evangelist.
- <sup>c</sup> • Regions with more than 200,000 full members will nominate three assigned ordained ministers and three laypersons. At least one of the ministers will be a district superintendent, and at least one will be a pastor or evangelist.
- <sup>d</sup> • A district will not have more than two members on the General Board. A region will not have more than six members. Institutional representatives and members from the NMI and the NYI are not included.
- <sup>e</sup> • It is possible for more than two candidates from one district on a region to receive more votes than candidates from other districts. If this happens, the candidates from the other districts with the next highest number of votes will be the nominees.
- <sup>f</sup> • The three classifications for candidates to the General board are 1) layperson, 2) district superintendent, and 3) pastor or evangelist. At the regional caucus, the person or persons receiving the highest number of votes in their classification will be nominated by a majority vote to the General Assembly.
- <sup>g</sup> • For regions that will elect six candidates, the additional nominees will be the assigned ordained minister and the layperson who receive the next highest number of votes.
- <sup>h</sup> A Regional Advisory Council may determine that a majority of its elected delegates will not be able to attend the General Assembly. In this situation, the council may conduct the regional caucus's voting by postal or electronic means. Such a vote must happen at least six months before the start of the General Assembly. The Council must submit the alternate voting process to the General Secretary's office for approval prior to implementing it.  
(305.6, 901)

- 332.3 Education representative.** The International Board of Education will nominate to the General Assembly four persons from Nazarene educational institutions: two assigned ordained ministers and two laypersons. The General Assembly will elect one assigned ordained minister and one layperson for the General Board. (331.1)
- 332.4 NYI representative.** The Global Council of the NYI will nominate to the General Assembly the newly elected Global NYI Council chair as its General Board representative. If the newly elected Global NYI Council chair cannot serve on the General Board, the Global NYI Council will nominate one of its members. (343.4)
- 332.5 NMI representative.** The Global NMI Council will nominate one of its members to the General Assembly. The General Assembly will elect one representative for the General Board. (344.3)
- 332.6 SDMI representative.** The regional SDMI coordinators and the Global SDMI director will nominate one person to the General Assembly. The General Assembly will elect one representative for the General Board.
- 333 Election to the General Board.**
- 333.1** Each nominee presented by a regional caucuses will be elected if he or she receives a majority of “yes” votes by ballot by the General Assembly.
- 333.2** The General Assembly will elect two members from the nominees presented by the International Board of Education. One will be an assigned ordained minister and one a layperson.
- 333.3** The nominee presented by the Global NYI Council will be elected if he or she receives a majority of “yes” votes by ballot by the General Assembly. (343.4, 903).
- 333.4** The nominee presented by the Global NMI Council will be elected if he or she receives a majority of “yes” votes by ballot by the General Assembly. (344.3, 904)
- 333.5** The nominee presented by the regional SDMI coordinators and the Global SDMI director will be elected if he or she

receives a majority of “yes” votes by ballot by the General Assembly. (332.6).

**334** The members of the General Board will hold their office until the close of the next General Assembly and until their successors are elected and qualified. Once elected, members will not remain on the General Board if any of these apply:

- a* • A member transfers his or her church membership from the region he or she represents.
- b* • A member moves his residence away from the region he or she represent.
- c* • A minister’s assignment changes from the classification for which he or she was elected.
- d* • A minister becomes unassigned.
- e* • A layperson requests and receives a district minister’s license.

*f* Such vacancies will be filled promptly. (331)

**334.1** **Vacancies.** The Board of General Superintendents will nominate two eligible persons to fill a vacancy in the membership of the General Board. The names of the nominees will be sent to the general secretary who will submit them for election by a majority vote of the appropriate group.

- a* • Regional representative. The Phase 2 and Phase 3 District Advisory Boards of the region will elect the replacement, with each board entitled to one vote.
- b* • Educational representative. The General Board will elect the replacement.
- c* • NYI representative. The Global NYI Council will elect the replacement.
- d* • SDMI representative. The General Board will elect the replacement.
- e* • NMI representative. The Executive Committee of the Global NMI Council will consult with the general superintendent in jurisdiction. It will select two nominees to fill the vacancy and send the names to the Board of General Superintendents for approval. The Global NMI Council will elect the replacement by majority vote.

(332.3-332.6)

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*Duties of the General Board*

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- 335** The duties of the General Board are as follows:
- <sup>a</sup> The General Board will serve as the board of directors of The Church of the Nazarene, Inc. It will have primary authority over policies and plans that are not ecclesiastical in nature.
  - <sup>b</sup> The General Board will encourage and will expect all boards—national, regional, field, district, and local—to fulfill the mission of the Church of the Nazarene. This mission is to propagate Christian holiness in the Wesleyan tradition by making Christlike disciples in the nations. The mission also is to assist the progress of the global church in each nation or region.
  - <sup>c</sup> The General Board will promote the financial and material affairs of all committees of The Church of the Nazarene, Inc. This action may be subject to instructions given by the General Assembly.
  - <sup>d</sup> The General Board will coordinate, correlate, and unify plans and activities of all committees so that a unified policy may be established.
  - <sup>e</sup> The General Board has power to direct the auditing of the accounts of all departments and entities legally related to The Church of the Nazarene, Inc.
  - <sup>f</sup> The General Board will direct the business and administrative affairs of the departments and entities legally related to The Church of the Nazarene, Inc. These departments and entities will carefully consider the advice and recommendations of the General Board.
- 335.1** **Powers and authority.** The General Board has power and authority to oversee the assets and resources of The Church of the Nazarene, Inc. The General Board receives property placed in its trust, and it may borrow or loan money from it. It has the authority to buy, own, hold, manage, mortgage, sell, transfer, and donate real estate and personal property in the trust. It also has the authority to manage property that is sold, divested, bequeathed, or donated to the trust. The General Board has authority to acquire, encumber, and dis-

pose of property in the trust. It also has the power to borrow or loan money from the trust to fulfill the purpose of the Church of the Nazarene.

- 335.2 Vacancies in the Board of General Superintendents.** The General Board will fill vacancies in the Board of General Superintendents. (316, 305.2)
- 335.3 Members, officers, and committees.** The General Board will meet before or immediately following the close of the General Assembly to organize itself. It will elect officers, create committees, and elect members to committees as required by its Articles of Incorporation and bylaws. Members will serve for four years and until their successors are elected and qualified. The general superintendents will preside over the meetings of the General Board.
- 335.4 Meetings.** The General Board will meet in session at least three times between General Assemblies. Meetings will be held as specified in the General Board bylaws or by a unanimous vote adopted at any regular or special meeting of the Board.
- 335.5 Special meetings.** The Board of General Superintendents, the president, or the secretary may call special meetings of the General Board.
- 335.6 World Evangelism Fund.** Each Church of the Nazarene is part of the global effort to make Christlike disciples in the nations. The denomination uses the World Evangelism Fund for the support, maintenance, and promotion of its general mission and related activities. Annual budgets for the general church will be based on projected contributions. Departments and agencies of the general church will have input in forming the general budget. The financial statements from the general treasurer will be considered. The General Board will determine the amount to allot to each department and agency. The allotments will be submitted to the Board of General Superintendents for consideration, suggestions, or amendments. The General Board will make the final adoption.
- 335.7** The Board of General Superintendents and the General Board are authorized and empowered to establish the local

churches' responsibilities and funding goals for the World Evangelism Fund. (130, 317.10)

- 335.8** The General Board has authority to increase or decrease the amount requested by any department or agency. When the General Assembly adopts matters related to finance, those items will be referred to the General Board. Consistent with the general church's financial commitment, the General Board has authority to adjust the annual allocation of a church institution or agency. The adjustment will reflect existing economic conditions.
- 335.9** The General Board will approve allocations for Nazarene Theological Seminary (USA) and Nazarene Bible College (USA). It will decide the amount of the allocation, if any, based on the funds available.
- 335.10** The General Board will annually review and adjust general superintendents' salaries and related benefits in between General Assemblies.
- 335.11** **Reports.** At its regular meeting, the General Board will receive a detailed report of the activities of each department, including a financial report. Each department will also submit a proposed budget for the next year.
- 335.12** The general treasurer will present an annual, detailed, financial report to the General Board. This report will include receipts and payments of all funds for which he or she was responsible, including trust funds and investments. It will include a complete statement of the next year's proposed expenses that are not part of the departmental budgets of The Church of the Nazarene, Inc. The general treasurer will be responsible to the General Board for faithfully performing official duties. (330.5)
- 335.13** **Election of the general secretary and the general treasurer.** The General Board will meet before or immediately following the close of the General Assembly. It will elect a general secretary and a general treasurer as specified in its bylaws. The general secretary and the general treasurer will hold office until the adjournment of the next General Assembly and until their successors are elected and qualified. (335.3)

- 335.14 Election of the Board of Pensions and Benefits USA.** The Board of Pensions and Benefits USA will be composed of members representing each USA region and one member-at-large. The Board of General Superintendents will submit nominations according to the bylaws of the Board of Pensions and Benefits USA. The General Board members who represent the USA regions will elect the Board of Pensions and Benefits USA. (337)
- 335.15 Nazarene Publishing House Board.** After the General Assembly, the General Board will elect a Nazarene Publishing House Board. The members will serve until the adjournment of the next General Assembly and until their successors are elected and qualified.
- 335.16** A General Board agenda item may affect an individual region or nation. If so, the Executive Committee of the General Board and the Board of General Superintendents will consider it. If approved, they will refer the item to the members of the General Board from the specific region or nation when they meet in caucus.
- 335.17** The General Board will assign the responsibilities, budgets, and work of any commissions or committees that the General Assembly creates. It may assign them to an appropriate department or to the General Board as a whole.
- 335.18 Election of department directors.** The General Board will elect the directors of the departments of The Church of the Nazarene, Inc. They will serve until the adjournment of the next General Assembly and until their successors are elected and qualified. These procedures will follow those expressed in the bylaws of the General Board and in the *General Board Policy Manual*. (317.5)
- 335.19 Nomination of department directors.** Directors of departments will be nominated according to the following procedures:
- • A Nominating Committee will be composed of the general superintendents and the personnel committee from the respective committee.

- <sup>b</sup> • If a director is currently serving the department, the Nominating Committee will either recommend a “yes or no” vote or present multiple nominees.
- <sup>c</sup> • A search committee may be created, according to General Board bylaws, to assist the Nominating Committee. The search committee will suggest two or more names for the Nominating Committee to consider. The search committee will send a report of why they recommend each candidate.
- <sup>d</sup> • The Nominating Committee will send one or more names to the General board for election.

**335.20** **Executives’ salaries.** The General Board will establish a program for performance evaluation and salary administration. The program will evaluate the department directors, ministry directors, and service directors. It will provide a salary structure that recognizes the level of responsibility and quality of work. The General Board will annually review and approve the salaries of department directors and other officers that the General Board authorizes and elects.

**335.21** **Vacancies.** The General Board will fill vacancies in offices that occur between sessions of the General Assembly or the General Board. Nominations will be made according to the *Manual* and the bylaws of the General Board. These offices include those listed in paragraphs 335.13 and 335.18 and any other executive offices created by the General Assembly, the General Board, or their committees. (317.4)

**336** **Retirement.** When officers or directors reach their 70th birthday, they will retire at the next General Board meeting. These offices include those listed in paragraphs 335.13 and 335.18. They also include any head of an agency employed by The Church of the Nazarene, Inc. The vacancies will be filled according to procedures found in the *Manual*.

### **M. Pension plans**

**337** A pension plan may be created for the various levels and regions of the church. Every church-related pension plan will have a pensions board or an equivalent. Such a board will be an authorized body with financial responsibility for the plan.



Pension plans may also be developed for a combination of districts or regions as needed (335.14)

- 337.1 The General Board will establish and maintain guidelines that are relevant to worldwide pension programs. The General Board does not guarantee that a pension plan will not lose value. The General Board does not guarantee the payment of any money that may be due or may become due to any person from any pension plan. The General Board will not be liable in cases where a pension plan is underfunded. (32.5)
- 337.2 All pension plans will submit an annual report to the General Board through Pensions and Benefits International in its specified form and format. (32.5)

## **N. Subsidiaries of The Church of the Nazarene, Inc.**

- 338 Subsidiary corporations of The Church of the Nazarene, Inc. will be organized and governed according to the following principles:
- a. Sole Member
    - i. The Sole Member of all subsidiaries incorporated in the United States of America must be "The Church of the Nazarene, Inc."
  - b. Board of Directors membership
    - i. Composition: Each organization will determine the appropriate number of directors according to its needs and purpose. Minimum requirements are as follows:
      1. One member of the Board of General Superintendents as an ex-officio member
      2. One senior staff member of the denomination appointed by the Board of General Superintendents
    - ii. All directors must be nominated by the Board of General Superintendents in consultation with the other directors of the corporation.
    - iii. All directors must be elected by the Board of General Superintendents, which will act on behalf of the Sole Member. They will hold office until their successors are elected and qualified.

- iv. Removal: Any director may be removed either for cause or without cause, at any time, by vote of the Board of General Superintendents acting on behalf of the Sole Member at any special meeting called for that purpose.
- c. Officers and executives: The number and titles of the officers will be determined by each entity according to their bylaws.
- d. Meetings of the corporation:
  - i. Meetings of the Sole Member will take place at a date and location set from time-to-time by the Sole Member.
  - ii. Meetings of the directors will take place at the discretion of the corporation.
- e. Executives of the corporation are selected and removed in accordance with the subsidiary's bylaws.
- f. Fiscal Year: All subsidiaries will adopt a fiscal year identical to the fiscal year of The Church of the Nazarene, Inc.
- g. Dissolution: Upon dissolution of the corporation, all its assets will be transferred to the Sole Member.
- h. Articles of Incorporation and Bylaws
  - i. Subsidiaries may be established by a two-thirds vote of the General Board of the Sole Member. Articles of incorporation and bylaws are subject to approval of the General Board of the Sole Member.
  - ii. Amendments are proposed by a two-thirds vote of the Board of Directors of the corporation, and they are subject to the approval of the General Board of the Sole Member.

## **O. Nazarene Publishing House**

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The mission of Nazarene Publishing House is to publish, produce, market, own, license, and manage content that is consistent with the mission of the church. The content will benefit the Church of the Nazarene and other Christian markets. The church entrusts the Nazarene Publishing House with the primary responsibility to protect and manage the Church's media assets.

## **P. The General Christian Action Committee**

- 340 After the General Assembly, the Board of General Superintendents will appoint a General Christian Action Committee. One of the committee members will be the general secretary who will report its work to the General Board.

### *The duties of the General Christian Action Committee*

- 340.1 In harmony with the church's doctrine, the committee will produce and provide information concerning alcohol, tobacco, narcotics, gambling, moral issues, and social issues. It will circulate the information in denominational communications.
- 340.2 The committee will emphasize the sanctity of marriage and the sacredness of the Christian home. It will indicate the problems and evils of divorce. The committee will emphasize the biblical plan of marriage as a lifelong covenant, which should be broken only by death.
- 340.3 The committee will encourage people to serve in places of leadership in organizations working for civic and social righteousness.
- 340.4 The committee will educate people about the Lord's Day, secret societies, entertainments that undermine the Christian ethic, and other types of worldliness. (29.1)
- 340.5 The committee will assist and encourage each district to establish a Christian action committee. The committee will provide each district committee with information about current moral issues to be distributed to local churches.
- 340.6 The committee will monitor current, important moral issues and present the scriptural response to them.

## **Q. Committee on the Interests of the God-Called Evangelist**

- 341 The Committee on the Interests of the God-Called Evangelist will be composed of four tenured evangelists, one pastor, and the revivalism coordinator. The revivalism coordinator will be the ex-officio chairperson of the committee. The director of the USA/Canada region will consult with the reviv-

alism coordinator to nominate committee members. They will present the nominations to the Board of General Superintendents for approval and appointment.

- ° The committee or someone appointed by the committee will personally interview all commissioned evangelists whom a district assembly recommends for tenured evangelist status.
- b* The committee will review the work and condition of itinerant evangelism in the Church of the Nazarene.
- c* The committee will make recommendations concerning both revivals and evangelists to the appropriate committees of the General Board.
- d* The USA/Canada regional director will consult with the revivalism coordinator to recommend replacements for vacancies on the committee to the Board of General Superintendents. The Board of General Superintendents appoints the replacements. (317.7, 510.3)

## **R. International Course of Study Advisory Committee**

342 Following the General Assembly, the Board of General Superintendents will appoint the members of the International Course of Study Advisory Committee. The composition of the committee will reflect the global nature of the Church. Nominees to the committee may include pastors, administrators, educators, and lay representatives. The director of Global Clergy Development, in consultation with regional education coordinators, will create a list of nominees to present to the Board of General Superintendents.

- ° The committee will meet at least once every two years at a location selected by the Global Clergy Development director. (529.1-529.2, 529.5)

## **S. The Global Nazarene Youth International**

343 Nazarene Youth International (NYI) is a global organization that supports Nazarene youth ministries around the world. The NYI is under the authority of the General Board and the general superintendent in jurisdiction. The NYI Charter and the NYI Global Ministry Plan, as approved by the General

Assembly, will govern the NYI. The membership of the NYI includes individuals, local groups, and district organizations of NYI around the world.

- 343.1 The Global NYI Convention.** The NYI will hold a global convention every four years. The Board of General Superintendents, in consultation with the Global NYI Council, will set the time of the convention. The NYI Global Ministry Plan designates the members of the convention. (810)
- 343.2 The chair and vice-chair of the Global NYI Council.** The members of the global convention will elect a chair of the Global NYI Council. The council will elect a vice-chair at its first meeting. The chair and vice-chair will be ex-officio members of the Global NYI Council and will serve without salary.
- 343.3 The Global NYI Council.** The Global NYI Council will include the chair, the vice-chair, and representatives from each global region as identified in the NYI Global Ministry Plan. The director of NYI will serve as an ex-officio member of the council.
- ° The council will be responsible to the General Board through the Global Missions Committee and the general superintendent in jurisdiction. The council will work under the authority of the NYI Charter and the NYI Global Ministry Plan.
  - <sup>b</sup> The members of the council will serve until the close of the next General Assembly and until their successors are elected and qualified. (810)
- 343.4 Global NYI representation on the General Board.** The Global NYI Council will nominate to the General Assembly the chair of the Global NYI Council as its General Board representative. (332.4, 333.3)
- 343.5 Global NYI representation at the General Assembly.** At the end of his or her term, the chair of the Global NYI Council will represent Global NYI at the General Assembly.

## T. The Global Council of Nazarene Missions International

- 344 The Global Council of Nazarene Missions International (NMI) is composed of the global president, global director, and the members elected according to the NMI Constitution.
- 344.1 **Reporting.** The NMI Constitution governs the Global NMI Council. The council will report to the Global Missions Committee of the General Board. (811)
- 344.2 **Nomination and election of the global NMI director.** The procedure for nominating and electing the global NMI director is as follows:
- <sup>a</sup> • A search committee will be formed to identify candidates for the position of global NMI director. The search committee will include the global NMI executive committee and the general superintendent in jurisdiction.
  - <sup>b</sup> • The search committee will submit one or two candidates to the Global Missions Committee of the General Board.
  - <sup>c</sup> • The Global Missions Committee and the general superintendent in jurisdiction will consider the candidate or candidates.
  - <sup>d</sup> • One or both candidates will be presented to the Board of General Superintendents for election.
  - <sup>e</sup> • The Board of General Superintendents will elect the global NMI director by ballot from the names submitted by the Global Missions Committee.
  - <sup>f</sup> The global NMI director will be an ex-officio member of the Global NMI Council and a member of the staff of Global Missions.
- 344.3 **NMI representation on the General Board.** The Global NMI Council will nominate one or more candidates for the General Board to the General Assembly. From the nominees, the General Assembly will elect one person to represent the NMI on the General Board. (332.5, 333.4)
- 344.4 **The global NMI convention.** The Global NMI Council will organize a convention to be held before the regular meeting of the General Assembly. The convention will elect the

Global NMI Council as described in the NMI Constitution. The convention will also elect a global president who will be an ex-officio member of the Global Council of NMI. (811)

## U. National boards

- 345 As necessary, the Board of General Superintendents may recommend the creation of a national board in a specific country. This board will facilitate the mission and strategy of the church in that nation.
- <sup>a</sup> **Creation.** The regional director and the Phase 3 District Advisory Boards of the nation will determine the authority of a national board. They will consult with the general superintendent in jurisdiction as well as the districts of that nation before granting the authority.
  - <sup>b</sup> **Membership.** The Board of General Superintendents will approve the membership and structure of each national board.
  - <sup>c</sup> **Registration.** The regional director may choose to register a national board as the legal authority of the Church of the Nazarene in that nation. The regional director will consult with the general superintendent in jurisdiction before registering a national board. A copy of the articles of organization or incorporation will be sent immediately to the general secretary. These articles must be kept current by reporting any changes with the general secretary.
  - <sup>d</sup> **Business.** The national board will consult with the regional director on transacting any business related to the mission and the strategy of the Church.
  - <sup>e</sup> **Minutes.** The Regional Advisory Council will examine the minutes of the annual and special meetings of the national board. After examination, the Council will submit the minutes to the general secretary for review. The general secretary will submit the minutes to the General Board for review.
  - <sup>f</sup> **Dissolution.** The Board of General Superintendents may dissolve a national board if it is no longer necessary to fulfill the mission or the legal requirements of the Church of the Nazarene.
- (32.5)

## V. The region

**346** **Origin and purpose.** As the Church of the Nazarene grew around the world, it needed to group districts together for administrative purposes, called regions. The districts of a region share two characteristics. First, they are subject to the government and oversight of the Church of the Nazarene. Second, the districts share a sense of area and cultural identification. The General Board, with the approval of the Board of General Superintendents, may create a new region.

**346.1** **Regional policy.** The Church of the Nazarene practices collaborative and participative forms of administration. The general superintendents and Regional Advisory Councils may structure the administration of each region according to its particular needs, realities, and culture. However, the Board of General Superintendents will establish the foundation of administrative policies that will embrace certain non-negotiable commitments. The non-negotiable commitments will include the “Articles of Faith,” faithfulness to the doctrine of holiness and its lifestyle, and support of extensive missionary efforts.

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### *The duties of the regions*

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**346.2** The duties of the regions are as follows:

- <sup>a</sup> • Regions will implement the mission of the Church of the Nazarene through pioneer areas, districts, and institutions.
- <sup>b</sup> • Regions will develop regional awareness, fellowship, and strategies to fulfill the Great Commission. To accomplish the goals, district and institutional representatives will gather periodically for planning, prayer, and inspiration.
- <sup>c</sup> • Regions will nominate members to the General Assembly and Global Conventions for election to the General Board.
- <sup>d</sup> • Regions will establish and maintain educational and other institutions in compliance with the *Manual*. (400.2)
- <sup>e</sup> • Regions will recruit and screen missionary candidates from the region in compliance with church policy. (346.3)



- f* • Regions will plan Regional Advisory Council meetings and conferences.
- g* • Regions will facilitate the work of national boards. (345, 346.3)

**346.3 Regional Advisory Council.** A region may have a Regional Advisory Council. The ex-officio members of the council are the general superintendent in jurisdiction, the director of Global Missions, and the regional director. The regional director will be the chair of the council. The membership of the council will be shaped according to the needs of the region. The regional director will recommend the number of members of the council to the director of Global Missions and the general superintendent in jurisdiction for approval. The regional caucus at the General Assembly will elect by ballot the additional members of the council.

- a* Individuals who work for Global Missions or are accountable to it are not eligible to be members of a Regional Advisory Council, but they may serve as consultants. The council will fill any vacancy between General Assemblies.

*The responsibilities of the Regional Advisory Council*

- b* • The council will assist the regional director in developing strategy for the region.
- c* • The council will review and recommend approval or disapproval of national board minutes before forwarding the minutes to the office of the general secretary.
- d* • The council will interview missionary candidates for recommendation to the General Board for global appointment.
- e* • The council will receive reports from the regional director, field strategy coordinators, and ministry coordinators.
- f* • The Regional director, in consultation with the council, may convene conferences. (32.5)

**346.4 The regional director.** A region may have a regional director. The Board of General Superintendents in consultation with the director of Global Missions will elect the regional director. The General Board will vote whether to ratify the

election. The regional director will work in harmony with the policies and practices of the Church of the Nazarene. He or she will provide leadership to districts, churches, and institutions of the region in fulfillment of the mission, strategies, and program of the church.

- Each regional director is administratively accountable to Global Missions and the General Board. For jurisdictional matters, the regional director is accountable to the Board of General Superintendents.
- The director of Global Missions, the general superintendent in jurisdiction, and the Regional Advisory Council will conduct a review of the regional director before his or her re-election. A positive review will be an endorsement for re-election.

**346.5 The field strategy coordinator.** The regional director may structure the region into fields. The regional director will recommend field strategy coordinators to the director of Global Missions for appointment. The appointment will follow *Global Missions' Policy and Procedure Manual*. Field strategy coordinators are responsible to the regional director.

**346.6 Regional Course of Study Advisory Committee.** The Regional Course of Study Advisory Committee is composed of the regional education coordinator and members whom the region selects in consultation with the regional director. The regional education coordinator may serve as the ex-officio chair of the committee. Members of the committee should include representatives of all groups that are interested in ministerial education, including pastors, administrators, educators, and laypersons.

*The duties of the Regional Course of Study Advisory Committee*

**346.7** The duties of the Regional Course of Study Advisory Committee are as follows:

- The committee will develop a *Regional Sourcebook on Ordination* that outlines the minimum educational standards for ordination on the region. The minimum standards for the region must reflect the standards established in the *Manu-*

al and expanded in the *International Sourcebook on Developmental Standards for Ordination*.

- <sup>b</sup> The committee will develop procedures to verify that the ministerial educational programs of the region meet both regional and international standards.
- <sup>c</sup> The committee will collaborate with regional educational providers to interpret the standards of ministerial education programs.
- <sup>d</sup> The committee will review the ministerial education programs that regional education providers submit for validation. The committee will verify that the submissions comply with the *Regional Sourcebook on Ordination* and the *International Sourcebook on Developmental Standards for Ordination*
- <sup>e</sup> The committee will endorse regional ministerial education programs to the International Course of Study Advisory Committee for adoption and validation.



## PART 5

# HIGHER EDUCATION

### CHAPTER 1

## THE CHURCH AND HIGHER EDUCATION

- 400 Since our beginning, the Church of the Nazarene has had a strong commitment to higher education. Our churches provide our universities with students, administrative leadership, faculty, financial support, and spiritual support. Our institutions of higher education instruct the church's youth and many of its adults. These institutions guide their students toward spiritual maturity, enriching the church. They send them into the world as thoughtful and loving servants of Christ. Our educational institutions are not local congregations. They are, however, an essential part of the church, an expression of it.
- The Church of the Nazarene believes in the value and the dignity of human life. It also believes in the need to provide an environment where people are able to be redeemed, as well as grow spiritually, intellectually, and physically. We desire that everyone be "made holy, useful to the Master and prepared to do any good work" (2 Timothy 2:21). Traditionally, the primary tasks of the local church are evangelism, religious education, discipleship, compassionate ministries, and worship. These exemplify the church's love for God and its concern for people. The local church provides Christian education for youth and adults at various stages of their development. This intensifies the effectiveness of the gospel.

- <sup>b</sup> Local churches may choose to operate educational programs at all levels from birth through secondary education. These include childcare programs, schools, and other ministries. The general church, though, will continue the historic practice of providing institutions of higher education and ministerial preparation. These institutions will function within the philosophical and theological framework of the Church of the Nazarene. The General Assembly established this framework, and it is expressed in the *Manual*.

**400.1 Educational mission statement.** Education in the Church of the Nazarene is rooted in the biblical and theological commitments of the Wesleyan-holiness tradition. It operates in harmony with the mission of the Church of the Nazarene. Its aim is to guide students in accepting and in nurturing consistent Christian understandings of social and individual life. This is expressed in service to the church and the world. Our institutions of higher education will work to provide a curriculum that adequately prepares graduates to function effectively in their chosen vocations and professions. This will be demonstrated in the institution's programs, its quality of instruction, and its academic achievement.

**400.2** The General Assembly is the sole organization with authority to establish a Nazarene institution of higher education that awards degrees. The International Board of Education has the responsibility of recommending such institutions to the General Assembly.

- <sup>a</sup> An existing institution of higher education may decide to develop its programs or change its academic status. The General Board may authorize such changes upon the recommendation of the International Board of Education.
- <sup>b</sup> Local churches must have the recommendation of the International Board of Education to establish a post-secondary institution or ministerial preparation program. This applies to any church, combination of churches, or individuals representing them.

## CHAPTER 2

### THE GLOBAL NAZARENE EDUCATION CONSORTIUM

- 401      The Global Nazarene Education Consortium is composed of representatives from each institution recognized by the International Board of Education. Members will be the president, principal, rector, or director of each school (or their designated representatives). Additional members of the consortium will be the regional education coordinators, the education commissioner, the director of Global Missions, and the general superintendent in jurisdiction for the International Board of Education.

## CHAPTER 3

### THE INTERNATIONAL BOARD OF EDUCATION

- 402      The International Board of Education will be the general church's advocate for educational institutions in the Church of the Nazarene. This board is composed of eight members elected by the General Board. In addition, the following are members: the two education representatives of the General Board, the director of Global Missions, the director of Global Clergy Development, and the education commissioner. A nominating committee will choose eight nominees for the board. The nominating committee will be composed of the education commissioner, the director of Global Missions, the two education representatives of the General Board, and a general superintendent assigned by the Board of General Superintendents. After approval by the Board of General Superintendents, the nominating committee will present the nominees to the General Board for election.

<sup>a</sup>      To ensure that the global church is represented, the nominating committee will choose nominees based on the following criteria:

- <sup>b</sup>      • One regional education coordinator
- <sup>c</sup>      • Three laypersons

- d* • Two assigned ordained ministers from Global Missions regions
- e* • Two additional nominees
- f* The two ministers will be from different Global Missions regions than the regional education coordinator. Each Global Missions region will have at least one nominee before any other region has more than one.
- g* The nominating committee and the General Board will nominate and elect persons with cross-cultural perspectives, experience as educators, or both.

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*The functions of the International Board of Education*

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- 402.1** The board will ensure that the institutions are under the legal control of their governing boards. The constitutions and bylaws of the institutions will conform to their charters or articles of incorporation. These documents will be in harmony with the *Manual*.
- 402.2** The board will ensure that the members of the governing boards of the institutions are members in good standing of the Church of the Nazarene. The members will wholeheartedly affirm the “Articles of Faith,” including the doctrine of entire sanctification. Additionally, the members will accept and abide by the policies of the Church of the Nazarene as set forth in the *Manual*. As much as possible, the governing boards will have an equal number of ministers and laypersons.
- 402.3** The board will receive contributions, gifts, bequests, and other donations that are given for educational purposes. Each year, the board will recommend allocations from these funds to the educational institutions. The recommendation will follow the policies established by the General Board. Only institutions whose paperwork is up-to-date and filed with the International Board of Education will continue to receive financial support from the board. The paperwork includes the educational standards, the plan of organization, and financial reports.
- 402.4** The board will receive a yearly report from the education commissioner. The report will summarize the following in-



formation provided by each educational institution: an annual statistical report, an annual financial audit, and the fiscal budget for the current year.

- 402.5** The board will serve as an advisor to the educational institutions. It will provide support, recommendations, and advocacy for the institutions to the Board of General Superintendents and to the General Board.
- 402.6** The board will assist the church in matters related to Nazarene institutions of higher education. It will do this to strengthen the bonds between the institutions and the church.
- 402.7** The board will submit its business and recommendations to the appropriate committee of the General Board.
- 403** All constitutions and bylaws of educational institutions must include an article on dissolution and disposal of assets. This article will indicate that the Church of the Nazarene will receive such assets to be used for educational services for the church.



# PART 6

## MINISTRY AND CHRISTIAN SERVICE

### CHAPTER 1 CALL AND QUALIFICATIONS OF THE MINISTER

*MS 6* NOTE: The Manual Editing Committee recognizes that all believers are ministers as stated in the opening words of paragraph 500. However, in this section, the terms “to minister” or “the minister” will usually refer to a person holding credentials: licensed, ordained, or commissioned.

**500** The Church of the Nazarene recognizes that God calls all believers to minister to all people. We also affirm that Christ calls some people to specific, public ministries, as he did when he chose and ordained his 12 apostles. The Holy Spirit guides the church as it recognizes those with a divine call. The Holy Spirit empowers the church so that it may endorse and assist individuals to enter into a lifetime of ministry.

**501** **The theology of women in ministry.** The Church of the Nazarene supports the right of women to use their God-given spiritual gifts in the church. In the same way, it affirms the historic right of women to be elected and appointed to places of leadership within the church. This includes both ordained offices: elder and deacon.

◦ The purpose of Christ’s redemptive work is to free God’s creation from the curse of the Fall. Those who are “in Christ” are new creations (2 Corinthians 5:17). This redemptive community does not consider anyone inferior based on social status, race, or gender (Galatians 3:26-28). Paul’s instructions to Timothy and to the church in Corinth seem to contradict this idea (1 Timothy 2:11-12; 1 Corinthians 14:33-34). However, the church believes that it is not proper to use these passages to limit the role of women in ministry for three

reasons. First, to do so would present serious conflicts with biblical passages that validate women in spiritual leadership roles (Joel 2:28-29; Acts 2:17-18; 21:8-9; Romans 16:1,3,7; Philippians 4:2,3). Second, it violates the spirit and the practice of the Wesleyan-holiness tradition. Finally, it conflicts with the character of God that is presented throughout the Bible and revealed in the person of Jesus Christ.

**502 The theology of ordination.** The church affirms the scriptural truth that all believers are priests and that they are all ministers. This is known as “the priesthood of all believers.” At the same time, the church affirms that ordination reflects the biblical truth that God calls specific individuals into public ministry. Ordination, then, is the way that the church authenticates and authorizes them to act on its behalf. In other words, the church recognizes and confirms God’s call to ministerial leaders as stewards and proclaimers of the gospel. The act of ordination witnesses to the universal Church and the world that the ordained minister shows evidence of the following:

- <sup>a</sup> • The minister is an exemplary model of the life of holiness.
- <sup>b</sup> • The minister has gifts and graces for public ministry.
- <sup>c</sup> • The minister desires knowledge, especially for the Word of God.
- <sup>d</sup> • The minister is able to communicate doctrinal truths.

(Acts 13:1-3; 20:28; Romans 1:1-2; 1 Timothy 4:11-16; 5:22; 2 Timothy 1:6-7)

**502.1** To a great extent, the Church of the Nazarene depends on the spiritual qualifications, character, and conduct of its ministers. (538.17)

**502.2** The minister of the gospel in the Church of the Nazarene should demonstrate the following:

- <sup>a</sup> • The minister must have peace with God through our Lord Jesus Christ.
- <sup>b</sup> • The minister must be entirely sanctified by the baptism with or infilling of the Holy Spirit.
- <sup>c</sup> • The minister must have a deep love for unbelievers, knowing that they are perishing.

- <sup>d</sup> • The minister must have a call to proclaim salvation.
- 502.3** The minister should be an example to the church. By God’s power, he or she should be punctual, trustworthy, diligent, earnest, pure, understanding, patient, kind, loving, and truthful (2 Corinthians 6:6-7).
- 502.4** The minister must also have a deep sense that believers need to continue to perfection and develop Christian graces in practical living. As Paul prays in Philippians 1:9 that their “love may abound more and more in knowledge and depth of insight.” Anyone who wants to be a minister in the Church of the Nazarene must have a strong appreciation of both salvation and Christian ethics.
- 502.5** The minister will respond to opportunities to mentor future ministers and to nurture the call to ministry.
- 502.6** The minister must have the following characteristics:
- <sup>a</sup> • Gifts and graces for the work
  - <sup>b</sup> • A desire for knowledge, especially of the Word of God
  - <sup>c</sup> • Good judgment
  - <sup>d</sup> • Clear views concerning salvation as revealed in the Bible.
  - <sup>e</sup> • An example in prayer
- <sup>f</sup> Sinners will be converted and believers will grow spiritually through his or her ministry.

## CHAPTER 2 CATEGORIES OF MINISTRY

### **A. Ministry of laypersons**

- 503** All Christians should consider themselves ministers of Christ and seek to know the will of God about how they might serve. (500)
- 503.1** The Church of the Nazarene recognizes the ministry of laypersons. A layperson may serve the church in various ways (Ephesians 4:11-12). A district assembly may place a layperson in the following roles of service:
- <sup>a</sup> • Pastor
  - <sup>b</sup> • Evangelist

- c* • Missionary
- d* • Teacher
- e* • Administrator
- f* • Chaplain
- g* • Special service
- h* Lay training is normally required, or greatly desired, to serve in these roles. (605.3)

**503.2** **The lay minister.** A member of the Church of the Nazarene may feel called to a specific ministry without sensing a call to ordained ministry. This might be as a church planter, a bi-vocational pastor, a teacher, a lay evangelist, a song evangelist, a stewardship minister, a church staff member, or other specialized ministry. In this case, the member may pursue a validated course of study leading to a “Certificate of Lay Ministry.”

**503.3** The pastor may recommend to the local church board that a member become a lay minister. The local church board will examine and approve the recommendation based on the following:

- a* • The candidate has a personal experience of salvation.
- b* • The candidate is effectively involved in church ministries.
- c* • The candidate understands the work of the church.

**503.4, 503.5** The local church board may issue a “Certificate of Lay Ministry,” signed by the pastor and the secretary of the church board to each lay minister.

- a* The lay minister will give an annual report to the church board.

- b* The lay minister will complete at least two subjects in the Continuing Lay Training program. After completing the two subjects, and with the recommendation of the pastor, the lay minister may receive a renewed “Certificate of Lay Ministry.”

**503.6** A lay minister may serve in a district assignment such a church planter, a supply pastor, a bi-vocational pastor, or other specialized role. In this case, the District Advisory Board may issue a “Certificate of Lay Ministry” to a lay minister who has completed a validated course of study. The district superin-

tendent and the secretary of the District Advisory Board will sign the certificate. In order for the certificate to be renewed, the district superintendent must recommend the renewal, and the District Advisory Board must approve it.

- 503.7 A lay minister may serve outside the local church where he or she is a member. The district superintendent and District Advisory Board must determine whether to appoint the lay minister to such a ministry. They will supervise him or her, and the lay minister will give a report to them every year. When the lay minister's district assignment ends, the local church board will resume the responsibility of receiving the lay minister's report and renewing the certificate.
- 503.8 The lay minister will complete a validated course of study for lay ministers. After completion, he or she will proceed with further study in a chosen path of ministry. The minister will do this through the Continuing Lay Training office.
- 503.9 A lay minister will not be eligible to administer the sacraments of baptism and the Lord's Supper. He or she will not officiate at marriages.

## **B. Ministry of the clergy**

- 504 The Church of the Nazarene recognizes only one order of the preaching ministry, that of elder. However, the church recognizes that an ordained or licensed minister may serve the church in various ways (Ephesians 4:11-12). Therefore, it recognizes the following categories of service to which a district assembly may place an elder, deacon, or, if necessary, a district licensed minister:
- <sup>a</sup> • Pastor
  - <sup>b</sup> • Evangelist
  - <sup>c</sup> • Missionary
  - <sup>d</sup> • Teacher
  - <sup>e</sup> • Administrator
  - <sup>f</sup> • Chaplain
  - <sup>g</sup> • Special service
  - <sup>h</sup> Ministerial training and ordination are normally required, or greatly desired, to serve in these categories as an assigned

minister. *The Sourcebook on Ordination* will provide guidelines for each category of ministry. This will help district boards to identify the qualifications necessary to become an assigned minister. Assigned ministers will be voting members of the district assembly.

- 504.1 All persons assigned to a particular role will send an annual report to the district assembly that assigned them.
- 504.2 Each year, assigned ministers may request and receive a certificate of their role of service. The district superintendent and the district secretary will sign the certificate.
- 504.3 When an assigned minister is placed on disability by an approved medical authority, the district may list the status of the minister as “assigned–disabled.”

### CHAPTER 3 ROLES OF MINISTRY

- 505 The roles of ministry are as follows.
- 506 **Administrator.** An administrator may be assigned in the following ways:
- <sup>a</sup> • An elder or deacon elected by the General Assembly as a general officer
  - <sup>b</sup> • An ordained or district licensed minister elected or employed to serve the general church
  - <sup>c</sup> • An elder elected as district superintendent
  - <sup>d</sup> • An ordained or district licensed minister elected or employed to serve the district as his or her primary assignment
- <sup>e</sup> An administrator is an assigned minister.
- 507 **Chaplain.** A chaplain is an ordained minister who feels divinely led to the specialized ministry of chaplaincy: military, institutional, or industrial. The district superintendent must first approve all ministers who want to serve as chaplains. The chaplain will carefully consider the advice and counsel of the district superintendent and the District Advisory Board. The chaplain may receive fellowship members into the Church of the Nazarene in consultation with a local



Church of the Nazarene. Chaplains may administer the sacraments in harmony with the *Manual*, give pastoral care, comfort the sorrowing, reprimand, and encourage. They will work for the conversion of sinners, the sanctification of believers, and the growth of faith in God's people.

- ° A chaplain will report annually to the district assembly.
- <sup>b</sup> A chaplain who is an ordained minister is an assigned minister. (519, 538.9, 538.13)

**508 Deaconess.** A deaconess is a female member who feels a divine call to minister to hurting people. She is a layperson who desires to minister to the sick and needy, comfort the sorrowing, and do other works of Christian compassion. Deaconesses may be licensed or consecrated if their lives show evidence of ability, grace, and usefulness.

- ° Since 1985, women called to active and assigned ministry, but not called to preach, will complete the requirements for ordination to the order of deacon. Those who were licensed or consecrated before 1985, may continue as deaconesses. Those desiring a credential for compassionate ministries may pursue the requirements for lay minister. (113.9, 503.2-503.9)

**509 Educator.** An educator is an ordained or licensed minister who is employed by an educational institution of the Church of the Nazarene as an administrator or faculty member.

- ° An educator who has a ministerial credential is an assigned minister.

**510 Evangelist.** An evangelist is an elder or licensed minister who is devoted to traveling and preaching the gospel. The church authorizes an evangelist to hold revivals and spread the gospel of Jesus Christ. The Church of the Nazarene recognizes three statuses of evangelist:

- ° • A registered evangelist
- <sup>b</sup> • A commissioned evangelist (510.2)
- <sup>c</sup> • A tenured evangelist (510.3)
- <sup>d</sup> An evangelist who has a ministerial credential is an assigned minister if he or she primarily works outside his or her local church and is not retired.

- 510.1 Registered evangelist.** To be considered for the status of “registered evangelist,” an elder or a licensed minister must indicate a desire to pursue evangelism as his or her primary ministry. The evangelist’s registration will be for one year. A district assembly may renew the registration based on both the quality and quantity of work in evangelism in the previous year.
- 510.2 Commissioned evangelist.** To be considered for the status of “commissioned evangelist,” an elder must have served as a registered evangelist for two years. The evangelist’s commission is for one year. The district assembly may renew the commission for an evangelist who continues to meet the requirements.
- 510.3 Tenured evangelist.** To be considered for the status of “tenured evangelist,” an elder must have served as a commissioned evangelist for four consecutive years. The Ministerial Credentials Board or Board of Ministry must first recommend the elder. The Committee on the Interests of the God-Called Evangelist and the Board of General Superintendents will vote whether to approve the recommendation. The evangelist’s tenure is for as long as he or she meets the requirements of a commissioned evangelist or is granted “retired” status. (231.2, 536)
- 510.4** The district superintendent will meet with the tenured evangelist at least every four years for a regular self-assessment and review. This self-assessment is similar to a regular review of the relationship between the church and the pastor. The district superintendent will consult with the evangelist before scheduling and conducting the meeting. Upon completion of the review, the district superintendent will forward the results to the Committee on the Interests of the God-called Evangelist. This committee will evaluate the qualifications for continued approval of the evangelist’s status. (211.21)
- 510.5** A retired elder or licensed minister may want to hold revivals or evangelistic meetings. The district assembly, with the recommendation of the district superintendent, may certify him or her for “retired evangelism service.” The certification

will be for one year. The district assembly may renew the certification based on both the quality and quantity of work in evangelism in the previous year.

**510.6** In the time between district assemblies, the district superintendent must first recommend an elder or licensed minister who wants to begin the work of an evangelist to Global Clergy Development. The district assembly, when it meets, will vote whether to give the registration or the commission.

**510.7** *The Sourcebook on Ordination* contains the guidelines and procedures for certification of evangelists' statuses.

**511** **Minister of Christian education.** A minister of Christian education is an ordained or licensed minister who is employed, as a minister, in a Christian education program of a local church.

<sup>a</sup> A minister of Christian education who has a ministerial credential is an assigned minister.

**511.1** Ministers of Christian education who were licensed or commissioned before 1985, may continue in that role. Since 1985, those desiring to become ministers of Christian education will complete the requirements for ordination to the order of deacon.

**512, 512.1** **Minister of music.** A minister of music is a member who is commissioned by the district assembly. This commission is for one year if the person meets the following requirements:

<sup>a</sup> • He or she feels called to the ministry of music, and the local church board recommends him or her to this role.

<sup>b</sup> • He or she shows evidence of grace, gifts, and usefulness.

<sup>c</sup> • He or she has at least one year of experience in music ministry.

<sup>d</sup> • He or she has at least one year of vocal study under an accredited teacher.

<sup>e</sup> • He or she is pursuing or has completed a validated course of study or its equivalent prescribed for ministers of music.

<sup>f</sup> • The district assembly has carefully examined him or her regarding his or her intellectual and spiritual qualifications and general fitness for the work.

(205.10)

<sup>g</sup> A minister of music who has a ministerial credential is an assigned minister if the ministry of music is his or her primary assignment and vocation.

**513** **Missionary.** A missionary is a member—minister or layperson—who serves under the supervision of Global Missions.

<sup>a</sup> An appointed missionary who has a ministerial credential is an assigned minister.

**514** **Pastor.** A pastor is an ordained elder or district licensed minister in the elder track who, under the call of God and his people, oversees a local church.

<sup>a</sup> A pastor who has a ministerial credential is an assigned minister. (115, 213, 533.4)

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*The core duties of a pastor*

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**515, 515.1** The pastor will pray.

**515.2** The pastor will preach the Word of God.

**515.3** The pastor will equip believers for the work of the ministry.

**515.4** The pastor will administer the sacraments: the Lord's Supper and baptism. The pastor should administer the Lord's Supper at least once every three months. Pastors are encouraged to move toward a more frequent celebration of this means of grace.

<sup>a</sup> A district licensed minister who has not complied fully with the provisions of paragraph 532.7 will arrange for an ordained minister to administer a sacrament. A local licensed minister is not eligible to administer the sacraments.

<sup>b</sup> Under the supervision of the pastor, the church should make it possible for homebound persons to receive the Lord's Supper. (531.7, 700)

**515.5** The pastor will care for the people by visiting them, especially the sick and needy.

**515.6** The pastor will comfort those who mourn.

**515.7** The pastor will reprimand, correct, and encourage, with great patience and careful instruction.

- 515.8** The pastor will work for the conversion of sinners, the entire sanctification of believers, and the strengthening of God's people in holiness. (19)
- 515.9** The pastor will perform wedding ceremonies. He or she will demonstrate the sacredness of Christian marriage in the following ways:
- <sup>a</sup> • If married, the pastor will carefully protect his or her own marriage.
  - <sup>b</sup> • The pastor will use appropriate and available forms of communication.
  - <sup>c</sup> • The pastor will minister to others.
  - <sup>d</sup> • The pastor will do premarital counseling with the couple.
  - <sup>e</sup> • The pastor will perform the marriage ceremony. (538.19)
- 515.10** The pastor will encourage those who sense a call to Christian ministry. He or she will mentor them and guide them toward the process of ministerial preparation.
- 515.11** The pastor will fulfill the expectations of God and the Church by participating in a program of lifelong learning. (538.18)
- 515.12** The pastor will continually foster his or her own call to ministry. He or she should maintain personal devotions that enrich the soul. If married, he or she should guard the integrity and vitality of the marriage.

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*The administrative duties of a pastor*

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- 516, 516.1** The pastor will receive new members into the local church. (107-107.1)
- 516.2** The pastor will oversee all departments of the local church.
- 516.3** The pastor will appoint the teachers and leaders of the Sunday school, Bible studies, and small groups. (145.8)
- 516.4** Once a year, the pastor will communicate to the congregation the "Constitution of the Church of the Nazarene" and the "Covenant of Christian Conduct" (paragraphs 1-21, 28-33). These paragraphs should be read to the congregation or distributed in print each year. (114)

- 516.5** The pastor will supervise the preparation of statistical reports from local church departments and promptly present them to the district assembly through the district secretary.
- 516.6** The pastor will lead the evangelism, education, devotion, and expansion programs of the local church. These programs will be in harmony with district and general church promotional emphases and programs.
- 516.7** The pastor will give a report to the annual church meeting. The report will include a description of the condition of the local church and its departments. It should also present opportunities for action and areas that need to be studied.
- 516.8** The pastor will appoint an investigating committee of three church members if an accusation is filed against a church member. (605)
- 516.9** The pastor will make certain that all money raised for the World Evangelism Fund through the local NMI is forwarded promptly to the general treasurer. Likewise, he or she will make certain that all money designated for district ministries is forwarded promptly to the district treasurer (136.2)
- 516.10** The pastor will nominate all paid employees of the local church to the church board, and he or she will then supervise them. (159.1-159.3)
- 516.11** The pastor and church secretary will sign real estate transfers, mortgages, releases of mortgages, contracts, and other legal documents not otherwise mentioned in the *Manual*. (102.3, 103-104.3)
- 516.12** The pastor will assist a member or friend of the church who relocates to another city or town on the same district. The pastor will notify a Church of the Nazarene pastor in the vicinity of the person's address.
- 516.13** The pastor will work with the church board to raise money for all denominational goals assigned to the local church. These include the World Evangelism Fund, District Ministry Funds, and any funding goals established by regional or national boards. (32.2, 130, 153)

- 516.14** The pastor may grant a request from a member for a transfer of church membership, a "Certificate of Commendation," or a "Letter of Release." (111-111.1, 112.2, 815-818)
- 516.15** The pastor will be the ex-officio president of the local church and chairperson of the church board. He or she will serve as an ex-officio member of all elected and standing boards and committees of the church. The pastor will have access to all records of the local church. (127, 145, 150, 151, 152.1)
- 517** The pastor will have the right to a voice in the nomination of the heads of all departments of the local church. He or she also has the right to nominate the director of any childcare programs or schools sponsored by the local church.
- 518** The pastor and immediate family members are prohibited from creating financial obligations, spending funds, counting money, or having unrestricted access to the church's financial accounts. Immediate family includes spouse, children, siblings, or parents. The church board or a church meeting may, by majority vote, request an exception from the District Advisory Board and district superintendent. If the district superintendent and a majority of the District Advisory Board approve the exception, the district superintendent will provide written approval of the request. The district superintendent will give the approval to the secretary of the church board who will record the action in the church records. (129.1, 129.21- 129.22)
- 519** The pastor will carefully consider the unified advice of the district superintendent and the District Advisory Board. (225.2, 538.2)
- 520** The pastor may receive a licensed or ordained minister presenting a ministerial credential from another denomination into local church membership. However, this requires the recommendation of the District Advisory Board. (107, 228)
- 521** The pastor will be accountable to the district assembly. He or she will give an annual report to it, including a brief testimony about his or her personal Christian experience. (205.3, 532.8, 538.9)

- 522 The pastor will automatically become a member of the church where he or she is called to pastor. If he or she is pastor of more than one church, the pastor will choose where to be a member. (538.8)
- 523 **Pastoral service.** “Pastoral service” includes the ministry of a pastor or an associate pastor who serves in specialized ways that are recognized and approved. Appropriate governing, licensing, and endorsing agencies must first give approval.
- <sup>a</sup> Anyone assigned to pastoral service who has a ministerial credential is an assigned minister.
- 524 **Supply pastor.** A district superintendent has the authority to appoint a temporary pastor, called “a supply pastor.” The following regulations apply:
- <sup>a</sup> • A supply pastor may be any of the following: an ordained or licensed minister serving in another assignment, a local minister, a lay minister, a minister who is in the process of transferring from another denomination, or a minister who belongs to another denomination.
- <sup>b</sup> • A supply pastor will preach and provide a spiritual ministry to a local church.
- <sup>c</sup> • A supply pastor will not have the authority to administer the sacraments or to perform marriages unless he or she already has that authority. He or she will not perform the administrative duties of the pastor except to file reports, unless authorized by the district superintendent.
- <sup>d</sup> • A supply pastor’s church membership will not automatically transfer to the church where he or she serves.
- <sup>e</sup> • A supply pastor will be a nonvoting member of the district assembly unless he or she already is a voting member.
- <sup>f</sup> • A supply pastor may be removed or replaced at any time by the district superintendent.
- 525 **Pastor of an affiliated congregation.** An elder or district licensed minister may lead a congregation that is affiliated with a sponsoring local church.
- <sup>a</sup> The pastor of an affiliated congregation who holds a ministerial credential is an assigned minister.



- 526**      **District interim pastor.** The district superintendent and the District Advisory Board may recommend to the district assembly that an elder be designated as a “district interim pastor.” He or she will serve when the district superintendent and a local church board need pastoral services. A district interim pastor is an assigned minister.
- 527**      **Song evangelist.** A song evangelist is a member who intends to devote a major portion of his or her time to evangelism through music. In order for a song evangelist to be an assigned minister, he or she must meet the following conditions:
- <sup>a</sup>      • He or she must hold a ministerial credential.
  - <sup>b</sup>      • He or she must be involved in active ministry.
  - <sup>c</sup>      • His or her primary assignment must be evangelism.
  - <sup>d</sup>      • He or she has not been granted the “retired” status by the district assembly, the church, or any of its departments.
- 527.1**      The *Sourcebook on Ordination* contains the guidelines and procedures for certification of a song evangelist’s role.
- 528**      **Special service.** An ordained or district licensed minister may serve in an active ministry role that is not otherwise listed in the *Manual*. This is called “special service.” Ministers assigned to special service must maintain a relationship with the Church of the Nazarene. They will give an annual written report of the nature of their ongoing connection with the Church of the Nazarene. They will submit the report to both the District Advisory Board and the Ministerial Credentials Board or Board of Ministry.
- <sup>a</sup>      A minister assigned to special service and approved by the district assembly is an assigned minister.
- 528.1**      An ordained or district licensed minister may be assigned to special service when serving outside the Church of the Nazarene. This requires the careful evaluation of the District Advisory Board and the approval of the district assembly. The minister may serve one of the following institutions:
- <sup>a</sup>      • A church-related organization if the minister serves as an officer
  - <sup>b</sup>      • An educational institution

- <sup>c</sup> • An evangelistic or missionary organization
- <sup>d</sup> An appointment to special service in this way is subject to paragraph 538.13.

**528.2** When an ordained or licensed minister is between ministry assignments for a short time, he or she may take a leave of absence. In this case, the district superintendent may recommend to the District Advisory Board to appoint the minister to special service.

## CHAPTER 4 EDUCATION OF CLERGY

### **A. Educational foundations for ordained ministry**

**529** Ministerial education assists the preparation of God-called ministers. The ministers' service expands and extends the holiness message into new areas of evangelistic opportunity. The church recognizes the importance of clearly understanding its mission, which is "to make Christlike disciples in the nations." This mission is based on Christ's commission to his Church in Matthew 28:19-20. Much of the preparation that leads to ordination in the Church of the Nazarene is theological and biblical.

- <sup>a</sup> The Ministerial Studies Board will determine the placement of each student within a validated course of study. It will regularly evaluate the student's progress.

**529.1** The Church of the Nazarene provides a variety of educational institutions and programs around the world. The resources of some global areas allow for the development of more than one program to provide the educational foundations for ministry. We expect each student to take advantage of the most appropriate validated course of study available.

- <sup>a</sup> When an appropriate validated course of study is not available, the Church has as much flexibility as feasible to deliver ministerial preparation. Students may complete a validated course of study directed and supervised by the Ministerial Studies Board. Alternatively, the student may complete a validated course of study developed and delivered by a Naz-

arene institution of higher education. All expressions of the validated courses of study should meet the same standards as outlined in the *International Sourcebook on Developmental Standards for Ordination* and the *Regional Sourcebook on Ordination*.

- 529.2** The Ministerial Studies Board is responsible for recommending to the district assembly that a district licensed minister be graduated from a validated course of study. The institution provides a “Certificate of Completion” when a district licensed minister satisfactorily completes the coursework for a validated course of study. The licensed minister will present the certificate to the Ministerial Studies Board.
- 529.3** Curriculum guidelines for ministerial preparation. The concept of curriculum is much larger than academic programs and course content. Curriculum includes the character of the instructor, the relationship between the students and the instructor, the environment, and students’ past experiences. Together with the content of the course, these elements create the full curriculum.
- <sup>a</sup> The curriculum for ministerial preparation will help ministers fulfill the mission of the church as described by the Board of General Superintendents in the following statements:
  - <sup>b</sup>
    - The mission of the Church of the Nazarene is to make Christlike disciples in the nations.
  - <sup>c</sup>
    - The primary objective of the Church of the Nazarene is to advance God’s Kingdom by defending and propagating the message of biblical, Christian holiness.
  - <sup>d</sup>
    - The critical objectives of the Church of the Nazarene are “Christian fellowship, the conversion of sinners, and the entire sanctification of believers. Together, they strengthen believers in the holiness, the simplicity, and the spiritual power seen in the New Testament Church, as well as preaching the gospel to everyone.” (19)
  - <sup>e</sup> A curriculum for ministerial preparation will include a minimum number of subjects that provide the educational foundations for ministry. Cultural differences and availability of resources will require different curriculum structures.

However, to qualify as a validated course of study by Global Clergy Development, the program must focus on four components: content, competency, character, and context. A validated course of study will deliver the four components in varying degrees.

- f* • **Content**—Knowledge of the Old and New Testaments' content, the theology of the Christian faith, and the history and mission of the Church are essential for ministry. The curriculum must include how to interpret the Bible, the doctrine of holiness, the distinctiveness of the church's Wesleyan heritage, and the history and government of the Church of the Nazarene.
- g* • **Competency**—Skills in oral and written communication, management, leadership, finance, and analytical thinking are also essential for ministry. In addition to general education in these areas, the curriculum must build skills in preaching, pastoral care, pastoral counseling, biblical interpretation, worship, effective evangelism, biblical stewardship of all of life's resources, Christian education, and Church administration. In order for students to graduate from a validated course of study, the educational provider must collaborate with a local church. This partnership will direct students in practicing the activities and competencies of ministry.
- h* • **Character**—Personal growth in character, ethics, spirituality, personal relationships, and family relationships are vital for the minister. The curriculum must include education in Christian ethics, spiritual formation, human development, the minister as a person, and healthy personal relationships, especially marriage and family.
- i* • **Context**—A minister must understand both historical and current realities of the world to properly interpret today's issues. The curriculum must include education in anthropology, sociology, cross-cultural communication, missions, and social studies.

**529.4** The Ministerial Studies Board will evaluate the ministry preparation for ordination provided by non-Nazarene schools. The evaluation will ensure that the preparation

conforms to the requirements of the *Regional Sourcebook on Ordination*.

529.5

The Board of General Superintendents will appoint the members of the International Course of Study Advisory Committee. Global Clergy Development and the International Course of Study Advisory Committee will produce the *International Sourcebook on Developmental Standards for Ordination*. It will comply with the *Manual*.

- ° A region or language group, in cooperation with Global Clergy Development, may develop a *Regional Sourcebook on Ordination*. It will contain all courses, academic requirements, and administrative regulations for the region or language group. A *Regional Sourcebook on Ordination* will be approved in the following way:
  1. The region or language group will prepare their sourcebook along with any revisions needed after working with Global Clergy Development.
  2. The International Course of Study Advisory Committee will vote whether to endorse the regional sourcebook, including necessary revisions.
  3. Global Clergy Development, the General Board, and the Board of General Superintendents will approve the regional sourcebook.

529.6

**Lifelong learning.** After the completion of a validated course of study, ministers will continue to learn, a process called “lifelong learning.” It will enhance the ministry to which God has called them. Each year, a minister will complete at least 20 hours of lifelong learning, or the equivalent, as determined by their *Regional Sourcebook on Ordination*. The regional sourcebook will contain the details of how to evaluate lifelong learning opportunities and how the minister will report them.

- ° All ministers—assigned, unassigned, licensed, and ordained—will include their lifelong learning program progress in their report to the district assembly. An up-to-date report on the minister’s lifelong learning program will be used when a local church calls a pastor. The lifelong learning report will

be part of the review of the relationship between the church and pastor.

- 529.7 The Ministerial Studies Board will meet with an ordained minister who fails to complete the lifelong learning requirements for two consecutive years. The board will guide the minister in completing the requirements. (115, 123, 515.11, 538.18)

## **B. Cultural adaptations of educational foundations for ordained ministry**

- 530 Cultural expectations and resources vary from region to region. It is not possible to have a single, unified curriculum for the whole world. As a result, the regions must be sensitive and flexible in providing for the education of the foundations for ministry. Regionally designed curriculum must reflect the resources and the expectations of their parts of the world. Ministerial Studies Boards around the world direct and supervise the educational foundations for ministry.

- The International Course of Study Advisory Committee, the General Board, and the Board of General Superintendents must approve a regionally designed program before it is used. The Global Clergy Development office, in consultation with the regional educational coordinator, must approve cultural adaptations of each regionally designed curriculum. (529.5)

- 530.1, 530.2 A *Regional Sourcebook on Ordination* will govern all validated courses of study on a region. It will contain the requirements for completing a region's validated courses of study. This includes those who seek credentials as elder or deacon as well as certification in categories and roles of ministry. (529.2-529.3, 529.5)

## CHAPTER 5 CREDENTIALS AND MINISTERIAL REGULATIONS

### **A. The local minister**

- 531 **Definition.** A local minister is a lay member of the Church of the Nazarene, licensed for ministry by a local church board. The local minister serves under the pastor's direction. The

pastor and church board will provide opportunities for the local minister to develop ministerial gifts and usefulness. He or she is entering a process of lifelong learning.

**531.1, 531.2 Granting a local license.** A church board may grant a local minister's license to a member who feels called by God to preach or to a lifetime of ministry. A local minister's license is valid for one year. The process for granting a local minister's license is as follows:

1. The church board will examine a candidate on their personal experience of salvation, knowledge of the doctrines of the Bible, and leadership in the church.
2. A candidate must demonstrate their calling through grace, gifts, and usefulness.
3. The pastor recommends the candidate to the church board.
4. If the pastor is not an ordained minister, the district superintendent must also determine whether to approve the pastor's recommendation.
5. The local church must do an appropriate background check on the candidate.
6. The church board votes whether to grant the local license. The license will be signed by the pastor and the secretary of the church board.

<sup>a</sup> A local minister will make a report to the local church at its annual church meetings. (113.9, 129.12, 211.12)

<sup>b</sup> When a supply pastor is not ordained and does not have a district license, the district superintendent may recommend the pastor to the District Advisory Board for a local minister's license. The board may grant or renew the license. (211.12, 225.13)

**531.3 Renewal of a local license.** A church board may renew the license of a local minister by the following process:

1. The pastor recommends the renewal.
2. If the pastor is not ordained, the district superintendent must also determine whether to approve the renewal.
3. The church board votes whether to renew the local license.

(129.12, 211.12)

- 531.4 Education for local ministers.** Local ministers will pursue a validated course of study under the direction of the Ministerial Studies Board. After two years, the local minister must complete at least two required subjects in a validated course of study. If not, the district superintendent must give written approval for the renewal of the local license.
- 531.5 Recommendation of a local minister for a district license.** A church board may recommend a local minister to the district assembly for a district minister's license if the following requirements are met:
- <sup>a</sup> • The minister must have held a local minister's license for at least one year.
  - <sup>b</sup> • The local minister must pass the required studies.
  - <sup>c</sup> If a local minister does not receive a district license, he or she is eligible to keep the local license. (129.12, 529, 532.1)
- 531.6** The district superintendent may appoint a minister with a local license to be a ~~supply pastor~~ until the district assembly. The Ministerial Credentials Board or Board of Ministry must approve the local minister in order for him or her to continue the assignment after the district assembly. (212, 231.5, 524)
- 531.7** A local minister will not be eligible to administer the sacraments of baptism and the Lord's Supper. He or she may not perform wedding ceremonies. (532.7)

## **B. The district licensed minister**

- 532 Definition.** A district licensed minister is a member whose ~~call~~ to ministry and gifts for ministry have been formally recognized by a district assembly. The district license allows the minister to serve in more areas and have greater rights and responsibilities than the local minister. Normally, receiving a district license is a step toward ordination. The district license will show whether the minister is preparing for ordination as an elder (elder track), a deacon (deacon track) or a district license that does not lead ordination. (532.7)
- 532.1 Granting a district minister's license.** A district assembly may grant a district license to a member who acknowledges



a call to a lifetime of ministry. The requirements and process for a district license are as follows:

- <sup>a</sup> • The candidate must have held a local minister's license for a full year.
- <sup>b</sup> • The candidate must have completed one-fourth of a validated course of studies for ministers.
- <sup>c</sup> • The candidate must demonstrate that he or she appreciates, comprehends, and can apply the *Manual*, the history of the Church of the Nazarene, and the doctrine of holiness.
- <sup>d</sup> • The candidate's local church board—where he or she is a member—must recommend him or her for the work of ministry. The candidate must complete an application for a district license and attach it to the recommendation.
- <sup>e</sup> • The candidate must demonstrate evidence of grace, gifts, and usefulness.
- <sup>f</sup> • The candidate's district assembly must examine his or her spiritual and intellectual fitness for ministry. This examination will include a background check specified by the District Advisory Board. If the background check reveals criminal misconduct prior to the candidate's salvation, this should not automatically exclude the applicant from licensed ministry, except under the provisions of paragraph 540.9.
- <sup>g</sup> • The candidate must promise to pursue immediately a validated course of study for licensed ministers that leads toward ordination.
- <sup>h</sup> • If the candidate had any disqualifications imposed by a district assembly, they must be removed in writing. The removal must come from the district superintendent and the District Advisory Board of the district where the disqualification was imposed.
- <sup>i</sup> • The candidate's marriage relationship must not make him or her ineligible for a district license. A previous divorce is one such barrier. A disqualification must be removed by the Board of General Superintendents. The board will make a decision based on the recommendation of the

Ministerial Credentials Board or Board of Ministry along with supporting documents.

- j*
- The candidate must have completed one-fourth of a validated course of study for ministers. The Ministerial Credentials Board or Board of Ministry may make an exception to this requirement if the candidate is the pastor of a local church and the district superintendent approves. However, the candidate must be registered in a system of approved studies. Each year, he or she must fulfill the minimum amount of studies required by the *Manual* for the renewal of the license.

(129.14, 207.6, 531.5)

**532.2 Licensed ministers from other denominations.** Licensed ministers from other denominations may unite with the Church of the Nazarene. The district assembly may grant them a district license under the same conditions and procedures of 532.1. The exception is that the minister does not need to hold a local license for one year. Instead, he or she will present the credential from the former denomination to the district assembly.

**532.3 Renewal of a district license.** A district license will be valid until the close of the next district assembly. The district assembly may vote to renew the license if the candidate for renewal meets the following requirements:

- a* • The candidate has carefully completed the application for a district license and sent it to the district assembly.
- b* • The candidate has completed at least two subjects in a validated course of study.
- c* • The candidate was nominated for renewal by the pastor and recommended by his or her local church board.

*d* If the candidate for renewal did not complete the required subjects, he or she must submit a written explanation to the district assembly. The Ministerial Credentials Board or Board of Ministry must be satisfied with the explanation, and the presiding general superintendent must approve the exception. The district assembly will decide whether to accept the request for renewal of the candidate's district license.

- <sup>e</sup> If a district licensed minister has completed a validated course of study and is in a “retired relation,” the District Advisory Board may recommend the renewal without the candidate filing an application for a district license. (205.4)
- 532.4** To qualify for ordination, candidates must graduate from a validated course of study within 10 years from their first district license. In unusual circumstances, the District Ministerial Credentials Board or District Board of Ministry may grant an exception if the general superintendent in jurisdiction approves.
- <sup>a</sup> Licensed ministers who are not pursuing ordination or who did not complete a validated course of study in 10 years may have their licenses renewed. Renewal will be based on the following:
- <sup>b</sup> • The District Advisory Board and the Ministerial Credentials Board or Board of Ministry must first recommend the renewal.
  - <sup>c</sup> • The minister has completed a validated course of study, or he or she completed at least two subjects during the previous year.
- 532.5** The District Advisory Board—not the local church board—must recommend the granting or renewal of a district license for those who are serving as pastors. (225.13)
- 532.6** The general superintendent in jurisdiction will issue to each licensed minister a district license. The license will be signed by the general superintendent in jurisdiction, the district superintendent, and the district secretary.
- 532.7** District licensed ministers will be authorized to preach the Word and use their gifts and graces in various ministries to the body of Christ. District licensed ministers serving in an assigned ministry recognized by their district are also authorized for the following:
- <sup>a</sup> • They can administer the sacraments of baptism and the Lord’s Supper in their own congregations.
  - <sup>b</sup> • They can perform wedding ceremonies if local laws do not prohibit it.

(511-512, 515, 515.4, 523, 532.8, 533, 533.2, 534-534.2, 700, 701, 705)

**532.8** District licensed ministers will hold their ministerial membership in the same district assembly as their local church membership. They will report annually to that district assembly. Ministers may submit their report on the appropriate annual report form. For those renewing a district license, they may attach their report to the “Application for a District Minister’s License.” (201, 205.3, 521)

**532.9** A district licensed minister will be expelled immediately from the membership and ministry of the Church of the Nazarene for the following actions:

- <sup>a</sup> • The minister unites with a church or denomination other than the Church of the Nazarene.
- <sup>b</sup> • The minister engages in outside Christian ministry without the approval of his or her District Advisory Board or the written approval of the Board of General Superintendents.
- <sup>c</sup> The district assembly will record the following statement in its minutes: “Expelled from the membership and ministry of the Church of the Nazarene by uniting with another church, denomination, or ministry.” (107, 112)

### **C. The deacon**

**533** A deacon is an ordained minister whose call of God to Christian ministry, gifts, and usefulness have been demonstrated and enhanced by proper training and experience. He or she has been set apart to the service of Christ by a vote of a district assembly and by the act of ordination. A deacon is authorized to perform certain functions of Christian ministry.

**533.1** The church recognizes, on the basis of the Bible and experience, that God calls some to lifetime ministry who do not have a specific call to preach. This is the case for deacons. The church believes that those who are called to deacon’s ministries should be recognized and confirmed by the church. They should meet the requirements established by the church, and granted responsibilities in it. The order of deacon is a permanent order of ministry.

- 533.2** The candidate for the order of deacon must meet the educational requirements and demonstrate the appropriate gifts and graces, before being recognized and confirmed by the church. Deacons are also authorized to perform the following functions:
- <sup>a</sup> • They can administer the sacraments of baptism and the Lord's Supper.
  - <sup>b</sup> • They can perform wedding ceremonies if local laws do not prohibit it.
  - <sup>c</sup> • Occasionally, they may conduct worship and preach.
  - <sup>d</sup> The Lord and the church may use a deacon's gifts and graces in various associate ministries. The deacon may also use his or her gifts in roles outside the institutional church. Such acts symbolize the servant ministry of the body of Christ. (515.4, 515.9)
- 533.3** A candidate for the order of deacon must meet the following conditions before ordination:
- <sup>a</sup> • The candidate acknowledges a call of God to this ministry.
  - <sup>b</sup> • The candidate has successfully completed a validated course of study for deacons.
  - <sup>c</sup> • The Ministerial Credentials Board or Board of Ministry has examined the candidate, and it has recommended him or her to the district assembly for ordination.
  - <sup>d</sup> • The candidate currently holds a district license.
  - <sup>e</sup> • The candidate has held, at some time, a district license for at least three consecutive years.
  - <sup>f</sup> • The candidate is currently serving in an assigned ministry recognized by their district.
  - <sup>g</sup> • The candidate has been an assigned minister for at least three consecutive years. If the candidate is in a part-time assignment, the district assembly should extend the consecutive years of service required. The duration would be determined by the candidate's level of involvement in a local church's ministry. The candidate must demonstrate that the call to ministry is his or her primary pursuit.

- h* • The candidate's local church board or the District Advisory Board has recommended the renewal of the candidate's district license.
- i* • The candidate's marriage relationship must not make him or her ineligible for ordination.
- j* • If the candidate had any disqualifications imposed by a district assembly, they must be removed in writing. The removal must come from the district superintendent and the District Advisory Board of the district where the disqualification was imposed.
- k* • The candidate has fulfilled all the requirements of the church for ordination.
- l* If the candidate meets these conditions, the district assembly may elect him or her, by two-thirds vote, to the order of deacon. (205.6, 320, 529).

**533.4** If an ordained deacon feels called to the preaching ministry, he or she may be ordained as an elder upon completion of the requirements for that order. He or she must return the deacon's credential.

## **D. The elder**

**534** An elder is an ordained minister whose call of God to preach, gifts, and usefulness have been demonstrated and enhanced by proper training and experience. He or she has been set apart to the service of Christ by a vote of a district assembly and by the act of ordination. An elder is authorized to perform all functions of Christian ministry.

**534.1** The Church of the Nazarene recognizes only one order of the preaching ministry—elder. The order of elder is a permanent order of ministry. The elder is authorized to lead the church, to preach the Word, to administer the sacraments of baptism and the Lord's Supper, and to perform wedding ceremonies. The elder lives and ministers in the name of Jesus Christ—the Head of the Church—and under his authority. (31, 514-515.3, 515.4, 515.9, 538.15)

**534.2** The church expects that a person who is called to the ministry of an elder will be "a steward of the Word." The church

also expects the elder to give his or her full energy to proclaiming the Word for a lifetime.

**534.3** A candidate for the order of elder must meet the following conditions before ordination:

- a* • The candidate acknowledges a call of God to this ministry.
- b* • The candidate has successfully completed a validated course of study for elders.
- c* • The Ministerial Credentials Board or Board of Ministry has examined the candidate, and it has recommended him or her to the district assembly for ordination.
- d* • The candidate currently holds a district license
- e* • The candidate has, at some time, held a district license for at least three consecutive years.
- f* • The candidate is currently serving in an assigned ministry recognized by their district.
- g* • The candidate has been an assigned minister for at least three consecutive years. If the candidate is in a part-time assignment, the district assembly should extend the consecutive years of service required. The duration would be determined by the candidate's level of involvement in local church ministry. The candidate must demonstrate that the call to ministry is his or her primary pursuit.
- h* • The candidate's local church board or the District Advisory Board has recommended the renewal of the district license.
- i* • The candidate's marriage relationship must not make him or her ineligible for ordination.
- j* • If the candidate had any disqualifications imposed by a district assembly, they must be removed in writing. The removal must come from the district superintendent and the District Advisory Board of the district where the disqualification was imposed.
- k* • The candidate has fulfilled all the requirements of the church for ordination.

- <sup>l</sup> If the candidate meets these conditions, the district assembly may elect him or her, by two-thirds vote, to the order of elder. (205.6, 320, 529).

### E. Recognition of credentials

535 An ordained minister from another denomination may join the Church of the Nazarene and have the church recognize his or her ordination credential. The minister must present the credential and meet the following conditions:

- <sup>a</sup> • The Ministerial Credentials Board or Board of Ministry must examine the minister's conduct, personal experience, and doctrine. The examination must satisfy the board.
- <sup>b</sup> • The minister must complete the portions of a validated course of study related to the *Manual*, history, and doctrine of the Church of the Nazarene. The minister must demonstrate that he or she appreciates, comprehends, and can apply the *Manual*, the history of the Church of the Nazarene, and the doctrine of holiness.
- <sup>c</sup> • The minister must complete the "Recognition of Ordination Questionnaire" and send it to the district assembly.
- <sup>d</sup> • The minister must meet all the requirements for ordination found in paragraphs 533-533.3 or 534-534.3.
- <sup>e</sup> • The minister must currently serve in ministry. (205.7, 228, 529, 532.2)

535.1 The general superintendent in jurisdiction will issue a "Recognition of Ordination Certificate" to the minister. It will be signed by the general superintendent in jurisdiction, the district superintendent, and the district secretary. (538.6)

535.2 When a credential of an ordained minister from another denomination is recognized, it will be returned to the minister. On the back of the credential, the following statement will be written or stamped and signed.

*Accredited by (the name of the district assembly) of the Church of the Nazarene on (the date) as the basis of a new credentials.*

\_\_\_\_\_, *General Superintendent*

\_\_\_\_\_, *District Superintendent*

\_\_\_\_\_, *District Secretary*



## F. Retired ministers

- 536 A retired minister is one whose district assembly placed him or her in a retired relationship, known as “retired status.” The Ministerial Credentials Board or Board of Ministry of the district where the minister is a member must first recommend the retired status. The district assembly may then approve the recommendation.
- 536.1 Retirement does not necessarily mean that the minister will no longer do the work of the ministry. An assigned minister at the normal age of retirement, or upon his or her request, may be granted “retired assigned” status. Otherwise, he or she will be designated as “retired unassigned.”
- A retired assigned minister is a member of the district assembly and may continue doing the work of ministry. A retired unassigned minister is not a member of the district assembly. (201, 538.9)
- 536.2 Retired ministers—assigned or unassigned—will report to the district assembly each year. Ministers who cannot report because of limitations beyond their control may receive “exempt status” from the Ministerial Credentials Board or District Board of Ministry. This status means that the requirement to report to the district assembly each year is considered fulfilled indefinitely. (538.9)

## G. Transfer of ministers

- 537 When an ordained or licensed minister wants to transfer to another district, the district assembly may vote whether to approve the transfer. If the transfer is requested during the time between district assemblies, the following process will be followed:
1. The District Advisory Board where the minister is a member must approve the transfer request.
  2. The District Advisory Board of the receiving district votes whether to receive the minister’s ministerial membership.
  3. The District Advisory Board of the receiving district grants the minister full rights and privileges of membership on the district.

4. The Ministerial Credentials Board and the District Assembly of the receiving district grants final approval of the transfer. (205.8-205.9, 226, 231.9-231.10)

**537.1** The transfer of a district licensed minister must include a record of the minister's progress in a validated course of study. A valid record includes a detailed list of the minister's grades for each subject that he or she completed. The minister will actively work toward the completion of the following process:

1. The secretary of the Ministerial Studies Board of the transferring district will certify the record.
2. The record will be sent to the secretary of the Ministerial Studies Board of the receiving district.
3. The secretary of the receiving Ministerial Studies Board will notify his or her district secretary that the record was received.

**537.2** The transfer of a district licensed minister from one district to another is complete when the new district assembly votes to approve the transfer. Until then, the minister's ministerial membership remains with the previous district. The transfer is valid until the close of the new district assembly. The new district assembly will notify the previous district assembly when the minister's membership has been received.

## **H. General regulations**

**538** The following terms have specific definitions when used in the *Manual* to discuss ministers and the ministry:

- a members of the clergy**—The “members of the clergy” are elders, deacons, and district licensed ministers. (530, 531, 532)
- b laity, lay, layperson**—Terms that use “lay” refer to members of the Church of the Nazarene who are not ordained or district licensed ministers.
- c active**—An “active” minister—ordained or district licensed—is serving in an assigned role.
- d assigned**—An “assigned” minister—ordained or district licensed—is active in one of the roles listed in paragraphs 505-528.

- <sup>e</sup> **unassigned**—An “unassigned” minister—ordained or district licensed—is in good standing but is not currently active in one of the assigned roles listed in paragraphs 505-528.
- <sup>f</sup> **retired assigned**—A “retired assigned” minister—ordained or district licensed—was assigned at the time the district assembly granted him or her retired status.
- <sup>g</sup> **retired unassigned**—A “retired unassigned” minister—ordained or district licensed—was not assigned at the time the district assembly granted him or her retired status.
- <sup>h</sup> **roster of ministers**—The “Roster of Ministers” is the district’s official list of licensed and ordained ministers who are in good standing and have not filed their credentials.
- <sup>i</sup> **good standing**—An ordained or licensed minister in “good standing” does not have unresolved accusations and is not under discipline.
- <sup>j</sup> **removed, removal**—Removal is an action of a district assembly by which it excludes certain ministers from its Roster of Ministers. Ordained and district licensed ministers may be removed if they file, resign, or surrender their credentials. They may also be removed if their credentials are suspended or revoked.
- <sup>k</sup> **disciplined, under discipline**—A disciplined minister—ordained or district licensed—has been relieved of some or all of the rights, privileges, and responsibilities of being a minister.
- <sup>l</sup> **suspended, suspension**—A suspended minister—ordained or district licensed—has been relieved, temporarily, of some or all of the rights, privileges, and responsibilities of being a minister. A “suspension” continues until the minister fulfills the conditions for reinstatement. “Suspension” is not an option when an ordained or licensed minister surrenders his or her credential.
- <sup>m</sup> **expelled**—An expelled minister—ordained or district licensed—has had their credentials revoked, and he or she is no longer a member of the Church of the Nazarene.
- <sup>n</sup> **filed credential**—An ordained or licensed minister in good standing may request “to file” his or her credential. A “filed credential” means that the minister is no longer in an assigned ministry role. The minister who files his or her cre-

dential no longer has rights, privileges, and responsibilities of being an ordained or licensed minister. However, the minister remains an ordained or licensed minister, and he or she may request reinstatement. The general secretary safeguards filed credentials. (529.10, 539, 539.1)

- ° **surrendered credential**—An ordained or licensed minister may “surrender” his or her credential and forfeit the rights, privileges, and responsibilities of being a minister. A minister may choose to surrender his or her credential for any reason other than inactivity. A board of discipline may ask an ordained or licensed minister to surrender his or her credential because of misconduct, accusations, confessions, or as a result of board’s investigation. A minister who surrenders his or her credential is “under discipline.” He or she may be restored to good standing and have the credential returned.
- ° **resigned credential**—An ordained or licensed minister may choose to resign his or her credential and become a lay member of the church. He or she gives up the rights, privileges, and responsibilities of being a minister. If the minister is not in good standing, the District Advisory Board must first approve. (539.1, 539.5)
- ° **revoked credential**—If an ordained or licensed minister is expelled from the ministry and membership of the church, his or her credential is “revoked.” He or she will be removed from the Roster of Ministers.
- ° **returned credential**—When an ordained or licensed minister is reinstated to the ministry, his or her credential is “returned.” The minister once again has the rights, privileges, and responsibilities of being an ordained or licensed minister. A credential may be returned if it was filed, suspended, surrendered, resigned, or revoked.
- ° **recovery**—“Recovery” is the process of assisting those who lost the rights, privileges, and responsibilities of being an ordained or licensed minister. Recovery includes the spouse and family of ministers. The process of helping ministers to recover continues whether or not their credentials are ever returned.

- <sup>t</sup> **reinstatement, reinstated**—An ordained or licensed minister is “reinstated” to the ministry when his or her credential is restored. The minister once again has the rights, privileges, and responsibilities of being an ordained or licensed minister. Reinstatement requires that the minister be in good standing and that he or she has all the required approvals.
- <sup>u</sup> **accusation**—An “accusation” is a written and signed document that describes conduct that might lead to disciplinary action against a member of the Church of the Nazarene. The accusation must be signed by at least two members, and the inappropriate conduct must be covered in the *Manual*.
- <sup>v</sup> **knowledge**—“Knowledge” is the awareness of facts that someone learns by using their own senses.
- <sup>w</sup> **information**—“Information” is when someone learns facts from others.
- <sup>x</sup> **belief, believe**—A “belief” is a conclusion reached by someone with honest and sincere motives. It is based on knowledge, information, or both.
- <sup>y</sup> **investigating committee**—An “investigating committee” is appointed to gather information when a member of the Church of the Nazarene is accused or suspected of misconduct.
- <sup>z</sup> **charges**—“Charges” is a written document that describes specifically the misconduct of a member of the Church of the Nazarene. If the charges are proven to be true, the misconduct would be the basis of the member being disciplined according to the *Manual*.

**538.1** An ordained or licensed minister may not consistently conduct church activities with another religious group without written approval. If a minister does so, he or she may be subject to discipline. The District Advisory Board of the district where the minister is a member and the Board of General Superintendents must first approve in writing the activity. (538.13, 606.1)

- 538.2** An ordained or licensed minister will carefully consider the united advice of the district superintendent and the District Advisory Board. (519)
- 538.3** Ordained and licensed ministers and their dependents may participate in assistance and support for disabled or elderly ministers based solely on years of regular, active service. Active service by the minister includes being an assigned pastor, evangelist, or . . . includes being assigned as a pastor, an evangelist or in another role approved . . . role approved by the district assembly. Ministers who serve part-time or occasionally may not receive funds for disabled or elderly ministers.
- 538.4** Licensed ministers who are active and assigned as pastors or associate pastors in a local church are voting members of the district assembly. (201)
- 538.5** A candidate elected to the order of elder or the order of deacon will take part in an ordination ceremony. The presiding general superintendent will direct the ceremony. The general superintendent, along with other ordained ministers, will lay hands on the candidate to ordain him or her.
- 538.6** The general superintendent in jurisdiction will give the ordained minister a "Certificate of Ordination." The general superintendent in jurisdiction, the district superintendent, and the district secretary will sign the certificate. (535.1)
- 538.7** If a "Certificate of Ordination" is lost, damaged, or destroyed, the minister may request a duplicate from the District Advisory Board. The District Advisory Board will send a recommendation to the general superintendent in jurisdiction who has the authority to approve the request. Once approved, the general secretary will give the minister a replacement certificate. The number of the original ordination certificate will be written on the back along with the word "DUPLICATE."
- It is possible that the general superintendent, district superintendent, or district secretary who signed the original certificate may not be available to sign the duplicate. If so, those currently in the office of general superintendent in jurisdiction, district superintendent, or district secretary will sign it.

- <sup>b</sup> On the back of the duplicate certificate, the following statement will be printed or written:

*This certificate replaces the original "Certificate of Ordination" which was (lost, damaged, or destroyed). The original certificate was given to (name) on (date) by the (the ordaining organization), which is the date the minister was ordained. The original certificate was signed by (name of the general superintendent), (name of the district superintendent), and (name of the district secretary).*

\_\_\_\_\_, *General Superintendent*

\_\_\_\_\_, *District Superintendent*

\_\_\_\_\_, *District Secretary*

- 538.8** All ordained and district licensed ministers—assigned or unassigned—will be active members in a local Church of the Nazarene. As active members, all ministers will faithfully attend the services of the church, tithe, and participate in the ministries of the church. The District Advisory Board may approve exceptions to this requirement. It may discipline ministers who do not meet this requirement. (522, 538.10)
- 538.9** All elders and deacons will keep their ministerial membership in the same district assembly as their local church membership. All elders and deacons will give a report to the district assembly each year. The district assembly may choose to revoke the ministerial membership of those who do not report in person or by letter for two years. (201, 205.3, 521, 536.1)
- 538.10** An ordained or licensed minister who joins a non-Nazarene church, denomination, or Christian ministry will no longer be a member of the Church of the Nazarene. Exceptions to this rule require the approval of the District Advisory Board of the district where the minister has his or her ministerial membership. The district assembly will record in its minutes the following statement: "Expelled from the membership and ministry of the Church of the Nazarene by joining another church, denomination, or ministry." (107, 112)
- 538.11** An ordained or licensed minister who is not in good standing may withdraw or be expelled from local church member-

ship. It is possible for him or her to reunite with the Church of the Nazarene under the following conditions:

- <sup>a</sup> • The former minister must first have permission from the District Advisory Board of the district from which he or she was expelled or withdrew.
- <sup>b</sup> • The new District Advisory Board, if different, must also give permission.
- <sup>c</sup> • The former minister will become and remain a lay member of the church.
- <sup>d</sup> If the former minister wants to be readmitted as an ordained or licensed minister, he or she must meet the following, additional conditions:
  - <sup>e</sup> • The district superintendent and general superintendent in jurisdiction must approve that the minister be reinstated as an ordained or licensed minister under discipline.
  - <sup>f</sup> • The minister must affirm his or her willingness to participate actively and consistently in a recovery process. (539.6)

**538.12** A district will not add an elder or deacon to its Roster of Ministers if that person was removed from another district's roster and his or her credential was not filed. Exceptions require the written consent of the district assembly who removed the minister from its roster.

- <sup>a</sup> The District Advisory Board may act on the request of a transfer of jurisdiction between district assemblies. (538.11)

**538.13** An ordained or licensed minister must have the annual, written approval of the District Advisory board to do the following:

- <sup>a</sup> • To conduct regular religious activities in an independent church that is not accountable to the Church of the Nazarene.
- <sup>b</sup> • To provide ministry, services, or unauthorized church activities with an independent mission.
- <sup>c</sup> • To work, join, or minister with the operating staff of an independent mission, a non-Nazarene church, Christian ministry, denomination, or other religious group.



- <sup>d</sup> An ordained or licensed minister who does not meet this requirement may be expelled from the ministry and membership of the Church of the Nazarene. The Ministerial Credentials Board or Board of Ministry may recommend by two-thirds vote of all members to expel the minister. The district assembly must then vote whether to approve the recommendation.
- <sup>e</sup> The Board of General Superintendents has the final authority to define what constitutes “an independent mission” or “an unauthorized church activity.” (112112.1, 532.9)
- 538.14** An ordained or licensed minister on one district may wish to participate in independent church activities that are located on a different district or on several districts. This will require the written permission of the Board of General Superintendents. The minister must first send a written request to the District Advisory Board. If the board wants to approve the request, it must send a written request to the Board of General Superintendents. The Board of General Superintendents will notify the District Advisory Boards of the pending request.
- 538.15** The district superintendent or the general superintendent in jurisdiction may authorize an assigned minister to start a local church. The district superintendent will file an official, organizational report with the General Secretary’s office. (100, 211.1)
- 538.16** A minister is automatically a member of the district assembly when he or she meets all of the following conditions:
- <sup>a</sup> • He or she is a pastor or an assigned minister on the district.
  - <sup>b</sup> • He or she is actively serving as a minister.
  - <sup>c</sup> • He or she is employed in ministry as a primary vocation in one of the roles defined in paragraphs 505-528.
- 538.17** **Confidential conversations.** A minister will not share with other people any information given during private sessions of counseling, advising, or spiritual direction. That is to say, the information will be held in confidence as far as possible.

- <sup>a</sup> The minister may use knowledge that comes from professional conversations and relationships in teaching, writing, sermons and so on. However, it is the minister's responsibility to use careful and thoughtful methods to keep the individual identities and personal information absolutely private. Otherwise, the situations where a minister may share details of private conversations are strictly limited. If a minister shares such information, he or she must make a written record, created as quickly as possible, that explains why.
- <sup>b</sup> The following are the situations when a minister may share details of private conversations:
- <sup>c</sup> **Informed consent.** The minister may share some details of a private conversation if the person consents and understands that he or she is giving permission.
- <sup>d</sup> **A clear threat to safety.** The minister may share some details of a private conversation when there is a clear and immediate threat of harm to the minister, the person, or other people.
- <sup>e</sup> **Abuse or neglect.** The minister may share some details of a private conversation when there is suspicion of abuse or neglect of a vulnerable person. A vulnerable person is defined by local law and includes minors, the disabled, and the elderly. A "minor" is any human being younger than 18 years old. If local law sets the age of majority higher than 18 years old, that age will be applied instead.
- <sup>f</sup> If a private conversation causes the minister to suspect abuse or neglect, he or she is not responsible to determine whether it is true. In addition, the minister is not required to investigate the facts. Instead, he or she is required to report the suspicion to the appropriate authorities.
- <sup>g</sup> While counseling a minor, a minister may discover a threat to the health or safety of the minor. The minister must decide if it is essential to the minor's health and protection to tell the parent or legal guardian. If so, the minister should share the information.
- <sup>h</sup> **Court orders.** A minister may share some details of a private conversation if ordered by a court to do so. The minister should keep minimal records about such private conversa-

tions. The record should include the information that was shared and whether the person gave permission to reveal the information.

**538.18** All elders and deacons are expected to participate in 20 hours of lifelong learning each year. The Ministerial Studies Board will manage the district's lifelong learning program. (529.6)

**538.19** A minister may perform wedding ceremonies only for those who have been qualified by careful counseling, and who have a biblical basis for marriage. Biblical marriage involves one man and one woman. (31, 515.9)

### **I. The filing, suspension, resignation, or revocation of a ministerial credential**

**538.20** The District Advisory Board will create a written, comprehensive plan to respond when ordained or district licensed ministers are involved in inappropriate conduct. The plan will be in harmony with the *Manual*, and it will provide a timely, compassionate, and informed response. The plan will include care for the minister, the family, and any congregation involved. The board will review the plan every year.

- The plan will include the means to establish and maintain a record of the facts and circumstances that might cause the minister's status to change. This record will include all correspondence and official actions related to the change in status. In addition, the record will include the names and date of persons appointed to serve on the recovery team. (225.5, 540.1)

**539** **Filed credential.** An ordained or licensed minister in good standing, who has been inactive for a while, may file his or her credential with the general secretary. The general secretary is authorized to receive, hold, and safeguard the credential. The District Advisory Board will certify to the general secretary that the reason for filing is not to avoid discipline. An ordained or licensed minister who files his or her credential is still able to be disciplined as a minister. Ministers who file their credentials with the general secretary may have them reinstated. (539.10)

- 539.1** A minister is no longer participating as an ordained or licensed minister if all of the following conditions apply:
- <sup>a</sup> • The minister is in good standing.
  - <sup>b</sup> • The minister remains unassigned for four or more consecutive years.
  - <sup>c</sup> • The minister has not be granted “retired” status.
  - <sup>d</sup> The Ministerial Credentials Board or Board of Ministry will file the credential and include this comment in its report to the district assembly: “The credential of (name of elder or deacon) has been filed by the Ministerial Credentials Board or District Board of Ministry.” This action will not be considered in a negative way as it relates to the character of the minister. Ministers with filed credentials may have them reinstated. (539.10)
- 539.2** **Resigned credential.** An ordained minister in good standing may choose to pursue a calling or vocation other than being a minister of the Church of the Nazarene. If so, the minister will resign his or her ministry assignment and credential. The minister will no longer have the rights, privileges, and responsibilities of being an ordained or licensed minister.
- <sup>a</sup> The minister will send his or her credential to the district assembly. The district assembly will send the credential to the general secretary. The district minutes will include this statement about the minister, “removed from the Roster of Ministers, having resigned his or her order.” Ministers in good standing who resign their credentials may have them reinstated. (539.11)
- 539.3** An ordained minister may choose to take a full-time, secular job. The Ministerial Credentials Board or Board of Ministry may require the minister to resign from being a minister or to file his or her credential. To do so, all of the following must apply:
- <sup>a</sup> • The minister is in good standing.
  - <sup>b</sup> • The minister stops being an active minister for two or more consecutive years. The two-year period will begin at the start of the district assembly after the minister stops active service as an ordained or licensed minister.
  - <sup>c</sup> • The minister has not be granted “retired” status.

- <sup>d</sup> The Ministerial Credentials Board or Board of Ministry will report its action to the district assembly. This action will not be considered in a negative way as it relates to the character of the minister.
- 539.4** **Suspended credential.** The Ministerial Credentials Board or Board of Ministry may suspend an ordained or licensed minister and remove that minister's name from the Roster of Ministers for either of these two reasons:
- <sup>a</sup> • The minister fails to submit an annual report as required in paragraphs 532.8 and 538.9
  - <sup>b</sup> • The minister moves or changes his or her address and does not give a new address within one year.
- 539.5-539.7** **Revoked credential.** An ordained or licensed minister may be expelled from the membership and ministry of the Church of the Nazarene for any of the following reasons: (540.10, 606-609)
- <sup>a</sup> • The minister receives a "Certificate of Commendation" from a local church but does not join another Church of the Nazarene before the next district assembly.
  - <sup>b</sup> • The minister declares in writing that he or she has left the Church of the Nazarene.
  - <sup>c</sup> • The minister joins another denomination as a member or minister and has not resigned his or her ministerial credential.
  - <sup>d</sup> The Ministerial Credentials Board or Board of Minister recommends the expulsion to the district assembly who may order the expulsion of the minister. An expelled minister's credential is revoked, and he or she is removed from the Roster of Ministers and the membership roll of the local church. (111.1, 815)
  - <sup>e</sup> An ordained or licensed minister who is not in good standing must receive the approval of the District Advisory Board before resigning his or her credential. (529.2)
- 539.8** When an elder or deacon is expelled, his or her credential will be sent to the general secretary for safekeeping. The district assembly that expelled the minister retains authority over the minister's credential.

- 539.9** No one should assign an ordained or licensed minister who is not in good standing to any ministerial role or position of trust or authority. This includes leading worship, teaching a Sunday school class, leading a Bible study, or leading a small group. Exceptions to this rule require written permission of the district superintendent and the general superintendent in jurisdiction of the district where the discipline was ordered. (540.4)
- 539.10** **Reinstatement of a filed credential.** An elder or deacon in good standing who filed his or her credential may have the credential returned by following this process:
1. The minister makes a request to the district superintendent.
  2. The district superintendent and district advisory board recommend to the district assembly that the credential be returned.
  3. The district assembly votes to return the credential.
- ° Between district assemblies, a District Advisory Board may vote to return a filed credential to the minister.
- 539.11** **Reinstatement of a resigned or revoked credential.** An elder or deacon who was in good standing may request the return of his or her credential if it was resigned or revoked. The process is as follows:
1. The minister must request and receive the approval of the district superintendent and the general superintendent in jurisdiction.
  2. The minister must submit the “Ordination or Recognition Questionnaire” and reaffirm the vows of ministry. (535)
  3. The Ministerial Credentials Board or District Board of Ministry will examine the minister and decide whether to make a favorable recommendation to the district assembly.
  4. The district assembly will vote whether to return the credential.
- 539.12** The family of a deceased minister may request to receive the “Certificate of Ordination” of a minister who filed his or her credential. The minister must have been in good standing at the time of his or her death. The family will make the

request through the superintendent of the district where the credential was filed. The district superintendent will then submit a written request to the general secretary.

539.13

**Separation and divorce.** A minister must notify the district if he or she files for divorce, terminates the marriage, or separates from a spouse. The minister must give the notification within 48 hours of the physical separation of the minister and spouse. The minister will take the following actions:

1. The minister will contact the district superintendent and report the action.
2. The minister will agree to meet with the district superintendent and a member of the District Advisory Board. If they cannot agree on a time and place, the district superintendent will choose the time and place.
3. At the meeting, the minister will explain the situation, including the following details.

- <sup>a</sup> • The minister will give details of any action that has already been taken.
- <sup>b</sup> • The minister will explain the nature of the conflict in the marriage.
- <sup>c</sup> • The minister will explain the biblical reasons why he or she should be able to continue serving in good standing.

<sup>d</sup> A minister's refusal or failure to contact the district superintendent, to attend the meeting, or to explain the situation will be cause for disciplinary action.

<sup>e</sup> All ministers—active, inactive, retired, assigned, and unassigned—are subject to these regulations. They will carefully consider the united advice of the district superintendent and the District Advisory Board.

## **J. The restoration of ministers**

540

The Church of the Nazarene recognizes its responsibility to extend hope, healing, and God's grace to ordained and licensed ministers who are removed from ministry. These ministers have been relieved of the rights, privileges, and responsibilities of being an ordained or licensed minister by surrendering their credentials.

- ° The church also recognizes its obligation to invite into God's loving care the spouse, family, congregation, and community of the minister. For this reason, the process leading toward restoring the minister to good standing is divided into two separate steps.
- b **Step 1: Recovery.** The recovery of the minister's spiritual and relational well-being—and that of the spouse and family—is to be pursued diligently, prayerfully, and faithfully. Recovery is the single aim of this step. Districts will pursue recovery regardless of the severity of the minister's misconduct, the possibility of returning to service, or the minister's resistance to grace and help. The district will create a plan of recovery by following paragraphs 540.1–540.7.
- c **Step 2: Reinstatement.** The first step tries to recover the minister's spiritual health and well-being as well as those of his or her spouse and family. Reinstatement can only begin afterwards. It is a separate process that tries to restore the minister to good standing and return his or her credential. (540.6-540.12)

**540.1 Appointment of a recovery team.** The district will have a plan in place to respond quickly, appropriately and compassionately when it discovers a minister's misconduct. The plan will include the appointment of a recovery team of at least three persons, both ministers and laypersons. The district will select, qualify, and prepare team members in advance of any problems. This will help the recovery for the minister, spouse, family, congregation, and community. The district superintendent will consult with the District Advisory Board to appoint the team. The district superintendent will activate the team as quickly as possible when it is needed.

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*Duties of the recovery team*

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**540.2** The recovery team helps the minister, the spouse, and family recover a healthy relationship and well-being. The recovery team does not have the authority to determine whether the church should reinstate the rights, privileges, and responsibilities of being an ordained or licensed minister. Instead, realizing that every situation is unique, the recovery team will try to do as much of the following as possible:



- <sup>a</sup> • The recovery team will implement the approved recovery plan. (540.1)
- <sup>b</sup> • The recovery team will care for the minister's spouse and family as well as the minister.
- <sup>c</sup> • The recovery team will clearly explain the process and purpose of recovery to the minister and spouse.
- <sup>d</sup> • The recovery team will coordinate the efforts of the minister, the district, and the congregation (if appropriate) to develop a recovery plan. The plan may include finances, housing, medical care, emotional care, spiritual care, and other needs that typically require attention in situations where misconduct happens.
- <sup>e</sup> • The recovery team will provide regular reports on its efforts.
- <sup>f</sup> • The recovery team will decide when its work is almost complete or if it has gone as far as it can. The recovery team will notify the minister, the spouse, the district superintendent, and the appropriate district boards.
- <sup>g</sup> If the minister applies for reinstatement, the recovery team will prepare a recommendation on whether it is appropriate to restore the minister to good standing. It will submit the report to the board that is responsible to decide whether to reinstate the minister. (540.8)

**540.3**

The district superintendent will review the recovery efforts, with particular consideration for the minister's spouse and family. A minister under discipline may become unresponsive to the recovery process or uninterested in continuing it. The recovery team will work to renew the minister's involvement in the process. At the same time, it will continue to help the recovery of the minister's spouse and family. However, the district superintendent may suspend, conclude, or redirect the efforts of the recovery process.

- <sup>a</sup> There are two reasons a minister under discipline may request the Board of General Superintendents to transfer responsibilities for recovery and restoration to another district:
- <sup>b</sup> • The district did not appoint a recovery team or the team failed to act within 180 days from the date the minister was placed under discipline.

- c • The district failed to respond to the minister's application for restoration to good standing.
- d The newly appointed district will be responsible for the recovery. It may act on the minister's application, if any, for restoration. The district may recommend the minister be granted good standing and reinstatement to the rights, privileges, and responsibilities of being an ordained or licensed minister. (540-540.2, 540.4-540.12)

**540.4** An ordained or licensed minister who is not in good standing will not hold any position of trust or authority in the church or in its worship. This includes preaching, leading worship, teaching a Sunday school class, leading a Bible study, or leading a small group. Exceptions to this rule must follow this process:

1. The recovery team will decide if the minister under discipline has sufficiently recovered to be allowed to serve in a position of trust or authority. If so, it may recommend the exception.
2. The District Advisory Board and the Ministerial Credentials Board or the District Board of Ministry decides whether to approve the exception.
3. The district superintendent and the general superintendent in jurisdiction decide whether to approve the exception.

- a The approval may have restrictions. The district superintendent, in consultation with the recovery team, has the authority to withdraw the approval. (606.1-606.2, 606.5, 606.11-606.12)

**540.5** A minister under discipline may apply for restoration to good standing. (540.6) The recovery team may recommend one of the following actions:

- a
  - The recovery team may recommend that the district superintendent and the appropriate board consider the application. (540.8)
- b
  - The recovery team may recommend that the minister continue in the recovery process for a specific length of time before reapplying.

- c If the recovery team has completed its efforts and the minister does not apply for restoration in good standing, one of the following will be necessary:
  - d • The minister will remain under discipline.
  - e • The minister will be expelled from the membership and ministry of the Church of the Nazarene.
  - f • The minister will receive permission to resign his or her credential and become a lay member of the church. If the resigned minister has demonstrated sustained and substantial recovery, the district should carefully and appropriately recognize and celebrate the recovery progress. (539.5, 540.10)

**540.6 Application for restoration to good standing.** An ordained or licensed minister who has lost good standing in the church may apply for restoration. Successful restoration means the minister will once again be in good standing and his or her credential will be returned.

- o The minister applying for restoration must submit an application to the district superintendent at least 180 days before the next district assembly. The minister must comply with the district recovery plan. Within 30 days, the district superintendent will acknowledge that he or she has received the application. (540.8)

**540.7** A minister may apply for restoration to good standing and the return of his or her credential if one of the following has happened:

- a • The recovery team attests that the minister participated actively and consistently for at least two years in the recovery process under its supervision. If so, it may support the application of the minister.
- b • If the minister believes that he or she has participated actively and consistently for at least four years, he or she may apply with or without the support of the recovery team.
- c **The start date of the recovery process.** The recovery process begins at the earliest of the following two events:
  - d • The first meeting between the minister and the recovery team

- e • Sixty days after the recovery time team was assigned
- f **Duration of the recovery process.** If the minister under discipline interrupted or delayed the recovery process, the district superintendent will consult with the recovery team. The district superintendent will decide if the minimum time before applying for restoration has been satisfied. (538, 540.3)

**540.8 Response to an application for restoration to good standing.** The minister under discipline must submit an application for restoration to good standing to the district superintendent at least 180 days before the next district assembly. If so, the Ministerial Credentials Board or Board of Ministry or the appointed committee will consider the application according to the following process: (540.10)

1. The board or committee will confirm whether the application is valid and meets all requirements to be received by the committee.
2. The board or committee requests and evaluates the recommendation of the recovery team.
3. The board or committee will interview the minister and anyone else it thinks is appropriate.
4. The board or committee will decide whether to recommend reinstatement of the minister as an ordained or licensed minister. Reinstatement includes the restoration of the rights, privileges, and responsibilities of being an ordained or licensed minister and the return of his or her credential.
5. If the minister is under discipline for sexual misconduct, the District Advisory Board will vote whether to approve the recommendation. This requires a two-thirds vote.
6. The recommendation will be sent to the Board of General Superintendents within one year of the date of the minister's most recent application for restoration.

- o Exceptions to the timing stated in this paragraph must first have the prior, written approval of the general superintendent in jurisdiction. (540.2, 540.3, 540.6, 540.7, 540.12)

**540.9** An individual who is guilty of sexual misconduct involving a minor will not be restored to good standing as an ordained or

licensed minister. Such a person will not hold any ministerial credential, serve in any position of responsibility involving minors, or hold any leadership role in the local church. A “minor” is any human being younger than 18 years old. If local law sets the “age of majority” higher than 18 years old, that age will be applied instead. (129.30, 600, 606.1-606.2, 606.5, 606.11-606.12, 916)

**540.10** The Ministerial Credentials Board or District Board of Ministry or one of its committees will consider applications for restoration to good standing. If the application is submitted properly and on-time, the committee or board will recommend to the district superintendent and appropriate district boards any one of the following:

- • The board or committee may recommend that the minister be restored to good standing and that his or her credential be returned.
- <sup>b</sup> • The board or committee may recommend that the minister continue in the recovery process for a specific length of time before reapplying for restoration.
- <sup>c</sup> • The board or committee may recommend that the recovery period be extended and the recovery plan revised. Revisions to the recovery plan may include addressing personal, marital, or family concerns, assigning a new recovery team, or participating in monitored ministry activities.
- <sup>d</sup> • The board or committee may recommend that the minister continue under discipline.
- <sup>e</sup> • The board or committee may recommend that the minister not be restored to good standing but be granted permission to resign his or her credential. If so, the committee may also recommend that the progress of the minister be appropriately celebrated.
- <sup>f</sup> • The committee may recommend that the minister be expelled from membership and ministry in the Church of the Nazarene. (539.5, 540.7, 540.12)

**540.11** If a minister’s application for restoration to good standing is denied twice, he or she may ask the Board of General Superintendents for a transfer. The Board of General Super-

intendents may transfer the responsibility for recovery and possible restoration to another district. If a third application for restoration and reinstatement is denied, the District Advisory board may approve that the minister become a layperson. (538.13, 539.6)

**540.12**

**Reinstatement.** If all of the conditions for restoration are met, an ordained or licensed minister under discipline may be restored to good standing by the following process. This will result in the reinstatement of the rights, privileges, and responsibilities of being an ordained or licensed minister and the return of the minister's credential.

1. The district superintendent approves.
2. The Ministerial Credentials Board or Board of Ministry approves.
3. The District Advisory Board approves by a two-thirds majority.
4. The Board of General Superintendents approves.
5. The district assembly where good standing was lost approves.

(606.1-606.2, 606.5, 606.11-606.12)

# PART 7

## JUDICIAL ADMINISTRATION

### CHAPTER 1

#### INVESTIGATION OF POSSIBLE WRONGFUL CONDUCT AND CHURCH DISCIPLINE

- 600**      **Objectives of church discipline.** The church may take disciplinary action to accomplish the following:
- a*      • To sustain the integrity of the church
  - b*      • To protect the innocent from harm
  - c*      • To protect the effectiveness of the witness of the church
  - d*      • To warn and correct those who act carelessly
  - e*      • To bring guilty persons to salvation
  - f*      • To rehabilitate guilty persons
  - g*      • To restore to effective service those who are rehabilitated
  - h*      • To protect the reputation and resources of the church
- i*      Members of the church are expected to be true to their membership vows and follow the “Covenant of Christian Character” and the “Covenant of Christian Conduct.” Those who willfully and continuously violate their membership vows or break the covenants should be treated kindly yet faithfully, according to the seriousness of their offenses.
- j*      Holiness of heart and life are the New Testament standard for believers. The Church of the Nazarene insists upon a clean ministry. It requires that ministers be true to the church’s doctrine and holy in life. Therefore, discipline is not about punishment or retribution. Instead, discipline should lead to the fulfillment of the objectives mentioned earlier.

- <sup>k</sup> The disciplinary process also functions to determine whether a member is in good standing and his or her continued relationship to the church.

## CHAPTER 2

### RESPONSE TO POSSIBLE MISCONDUCT

- 601** A response is appropriate when a person with authority becomes aware of information about misconduct in the church. The information must be credible, which means that a prudent person would believe it. The type of information that might require a response includes the following:
- <sup>a</sup> • Misconduct
  - <sup>b</sup> • Harm that is likely to come to the church
  - <sup>c</sup> • Harm that is likely to come to potential victims of misconduct
  - <sup>d</sup> • Harm that is likely to come to any other person as a result of misconduct by a person in a position of trust or authority within the church
- 601.1** When a person who does not have authority to respond becomes aware of certain information, he or she should share the information with someone who does have this authority. The information must be credible, which means that a prudent person would believe it. The information must lead the person to believe that misconduct by a person in a position of trust or authority is occurring within the church.
- 601.2** The accused person's position within the church determines who has authority to respond.
- <sup>a</sup> **A person who is not a member of the church**—The pastor of the local church where the possible misconduct takes place has authority to respond.
  - <sup>b</sup> **A layperson**—The pastor of the church where the layperson is a member has authority to respond.
  - <sup>c</sup> **Member of the clergy**—
  - <sup>d</sup> • The district superintendent (in conjunction with the District Advisory Board) where the accused person is a member has authority to respond.



- <sup>e</sup> • The pastor of the local church where the accused person is on staff has authority to respond.
- <sup>f</sup> **A district superintendent, a regional director, or a field strategy coordinator**—The general superintendent in jurisdiction has authority to respond.
- <sup>g</sup> **Any other person not mentioned above**—The general secretary has authority to respond.
- <sup>h</sup> The person with authority to respond should notify those in leadership (district, field, regional, global) about the accusations. The person with authority to respond may enlist the help of others in fact-finding or responding to the possible misconduct.

**601.3** **Investigations of possible misconduct.** An investigation may be necessary in certain cases and with certain restrictions. An investigation will attempt to discover whether action is needed to prevent harm or to reduce the impact of harm already done. Such an investigation may be necessary even if there is no accusation of misconduct. However, once the circumstances are such that a prudent person would believe that action is no longer required, the investigation will cease. An investigation may continue once an accusation is filed. Any facts learned during an investigation may become the basis of an accusation.

## CHAPTER 3

### RESPONSE TO MISCONDUCT BY A PERSON IN A POSITION OF TRUST OR AUTHORITY

- 602** The church will take appropriate action whenever an innocent person is harmed by the misconduct of a person of trust or authority in the church. This action will begin whenever a person with authority to respond learns facts that indicate misconduct.
- <sup>a</sup> An appropriate response will seek the following outcomes:
  - <sup>b</sup> • To prevent any additional harm to victims of the misconduct.

- c • To respond to the needs of the victims, the accused, and others who suffer as a result of the misconduct. Particular concern should be shown for the needs of the spouse and family of the accused.
- d • To address the needs of the local church, the district, and the general church about public relations, protection from liability, and protection of the integrity of the church.
- e Those who respond for the church must understand that what they say and do may have consequences under civil law. The duty of the church to respond is based on Christian concern. No one has the authority to accept financial responsibility for a local church without action by the church board. The same is true for a district without action by the District Advisory Board. Anyone who is uncertain about what action is appropriate should consider seeking counsel from an appropriate professional.

**602.1** Each local church board should create a response plan to any crisis which may arise. However, it may be necessary to respond to a crisis before a meeting of the board can take place. Therefore, each local church should have an emergency response plan already in place.

**602.2** On each district, the primary responsibility for responding to a crisis rests with the District Advisory Board. However, it may be necessary to respond to a crisis before a meeting of the board can take place. Therefore, each district should have an emergency response plan already in place. The plan may include the appointment by the District Advisory Board of a response team. Such a team might include people with special qualifications such as counselors, social workers, those trained in communications, and those familiar with civil law.

**603** **Conflict resolution and reconciliation in the church.** Disagreement is a part of life, even in the church. However, in some cases, a disagreement becomes a conflict that divides a congregation or disrupts the fellowship of the church. When this happens, an informal process should be followed before a formal process of resolution. Whether informal or formal, the goal of the process is resolution and reconciliation.

- 603.1**      **Informal process.** When conflict begins, the church should first spend time trying to understand the problem. It should seek counsel with a desire to live at peace with all people. Everyone involved in a conflict should pray to the Lord for guidance; the entire process must continually include prayer. Those in conflict should approach one another in humility with the hope of reconciliation.
- 603.2**      **Formal process.** If an informal process fails, the individuals may decide to begin a formal process of reconciliation. A group of mature and unbiased individuals of the church, representing the whole church, should try to settle the conflict. If the group determines that anyone is at fault, it may recommend appropriate action as described in paragraph 604.
- 604**        **Resolution of disciplinary matters by agreement.** The intention of the disciplinary process is to provide an appropriate way to resolve allegations of misconduct when the accused person disputes the accusations. In many situations, it is appropriate to resolve disciplinary matters by agreement. Efforts to resolve disciplinary matters by agreement are encouraged and should be pursued whenever practical.
- 604.1**      Any matter which is within the jurisdiction of a local board of discipline may be resolved by a written agreement between the accused person and the pastor. The church board and the district superintendent must first approve the agreement. The terms of the agreement will have the same effect as an action by a local board of discipline.
- 604.2**      Any matter which is within the jurisdiction of a District Board of Discipline may be resolved by a written agreement between the accused person and the district superintendent. The District Advisory Board and the general superintendent in jurisdiction must first approve the agreement. The terms of the agreement will have the same effect as an action by a District Board of Discipline.

## CHAPTER 4

### CONTESTED DISCIPLINE OF A LAYPERSON

- 605**      **Accusation of a lay member.** Accusations of unchristian conduct by a lay member must be in writing. At least two members must sign the accusation. Those members must have faithfully attended church for at least six months.
- <sup>a</sup>      **Investigation committee.** Once the pastor receives a written, signed accusation against a lay member, he or she will appoint an investigating committee of three members of the local church. The district superintendent must first approve the appointments.
- <sup>b</sup>      The committee will investigate the accusation and will make a written report. A majority of the members of the committee must sign the report and file it with the church board.
- <sup>c</sup>      **Local board of discipline.** After the investigation and in conformity with the report, any two members in good standing in the local church may sign charges against the accused person. The charges must be filed with the church board. If this happens, the church board will appoint a local board of discipline of five members. The district superintendent must first approve the appointments. The members of the local board of discipline must be unprejudiced, able to listen to the case and decide it in a fair and impartial manner. In some cases, it may be impractical to select five members from the local church. This may be due to the following reasons:
- <sup>d</sup>      • The size of the church
- <sup>e</sup>      • The nature of the allegations
- <sup>f</sup>      • The position of influence of the accused person
- <sup>g</sup>      If, in the opinion of the district superintendent, it is impractical to select five members from the local church, he or she will consult with the pastor. The district superintendent will then appoint five laypersons from other churches on the same district to be the local board of discipline.
- <sup>h</sup>      This board will conduct a hearing as soon as practical to determine the issues involved. After hearing the testimony of

witnesses and considering the evidence, the local board of discipline will do one of the following:

- i* • The board will absolve the accused person
- j* • The board will administer an appropriate discipline according to the established facts. The board may choose one of the following disciplinary actions:
- k* • reprimand the member
- l* • suspend the member
- m* • expel the member from membership in the local church
- n* The decision must be unanimous.

(516.8)

**605.1 Appeals.** The accused member or the church board may appeal the decision of a local board of discipline within 30 days. The appeal will be sent to the District Court of Appeals.

**605.2** A layperson who is expelled from membership in a local church by a Local Board of Discipline may desire to reunite with the Church of the Nazarene. If the local church is on the same district, the District Advisory Board must first approve the request. If the District Advisory Board grants the approval, he or she will be received into the membership using the approved form for the reception of church members. (21, 28-33, 112.1112.4, 704)

**605.3** Laypersons serving in leadership roles are held to a high standard. When misconduct occurs, the impact is often very serious. An individual guilty of sexual misconduct involving minors should not be permitted to serve in any ministry or position of responsibility with minors. He or she should not be elected or appointed to any leadership role in the local church. A “minor” is any human being younger than 18 years old. If local law sets the “age of majority” higher than 18 years old, that age will be applied instead. (503.1)

## CHAPTER 5 CONTESTED DISCIPLINE OF A MINISTER

**606** The durability and effectiveness of the Church of the Nazarene depends largely on its ordained and licensed ministers:

their spiritual qualifications, character, and lifestyle. Ministers aspire to a high calling and function as anointed individuals in whom the church places its trust. They accept their calling knowing that those to whom they minister will hold them to high personal standards. Because of the high expectations placed upon them, ministers and their ministry are especially vulnerable to any accusation of misconduct. Therefore, it is the minister's responsibility to follow the procedures in the *Manual* with the biblical wisdom and maturity appropriate for the people of God.

**606.1**     **Accusation of a minister.** An ordained or district licensed minister may be accused of conduct unbecoming a minister or of teaching doctrines out of harmony with the church's doctrinal statement. Such an accusation must be in writing and signed by at least two members of the Church of the Nazarene who are in good standing at the time they sign. Any person who consented to participate in the alleged misconduct cannot sign an accusation of sexual misconduct.

°     The written and signed accusation must be filed with the district superintendent who will present it to the District Advisory Board of the district where the accused has ministerial membership. This accusation shall become part of the record in the case.

<sup>b</sup>     The District Advisory Board will give a written notice to the accused person that accusations have been filed. It will send the actual notice as soon as possible. When actual notice cannot be accomplished, the notice may be sent in the manner that is customary for serving legal notices in that location. The accused person and his or her legal counsel have the right to examine the accusations and to receive a written copy of them immediately upon request. (540.4, 540.9, 540.12)

**606.2**     When a person signs an accusation against an ordained or district licensed minister, he or she certifies that, to the best of his or her knowledge, the information is factual. This includes any beliefs formed after reasonable inquiry. (540.4, 540.12)

- 606.3 Investigation committee.** The District Advisory Board will appoint a committee to investigate the facts and circumstances of a properly filed accusation. That is to say, the accusation was filed with the district superintendent, and he or she has presented it to the District Advisory Board. The committee will have three or more assigned ordained ministers and at least two laypersons. The committee will report its findings to the District Advisory Board. The report must be in writing and signed by a majority of the committee members.
- **Charges.** If, after considering the committee's report, the District Advisory Board believes that there are probable grounds for charges, the board will prepare the written charges. The charges must then be signed by any two ordained ministers.
  - The District Advisory Board will give a written notice to the accused that charges have been filed as soon as practical by any method which gives actual notice. When actual notice is not practical, the notice may be sent in the manner that is customary for serving legal notices in that location. The accused and his or her legal counsel have the right to examine the charges and their specifications and to receive a written copy of them immediately upon request.
  - An accused minister is not required to answer charges if he or she has not been properly informed as specified above. (225.3)
- 606.4 False charges.** An investigation may show that an accusation against a minister was not factual and was filed in bad faith. If so, the filing of the accusation may be grounds for disciplinary action against those who signed the accusation.
- 606.5 Board of Discipline.** When charges are filed, the District Advisory Board will appoint a District Board of Discipline to hear the case and determine the issues. The board will have five assigned ordained ministers and at least two laypersons. This board will conduct a hearing to determine the issues involved and decide the case according to the laws of the church.

- <sup>a</sup> A district superintendent will not serve as prosecutor or as assistant to the prosecutor in the trial of an ordained or district licensed minister.
- <sup>b</sup> After considering the case, the Board of Discipline has the power to do one of the following:
- <sup>c</sup> • The board will vindicate and absolve the accused person of the charges.
- <sup>d</sup> • The board will administer an appropriate discipline in proportion to the established facts.
- <sup>e</sup> If necessary, the board may choose one of the following disciplinary actions. Such discipline may lead to the salvation and rehabilitation of the guilty party.
- <sup>f</sup> • Repentance
- <sup>g</sup> • Confession
- <sup>h</sup> • Restitution
- <sup>i</sup> • Suspension
- <sup>j</sup> • Recommendation for removal of credential
- <sup>k</sup> • Expulsion from the ministry or membership of the church, or both
- <sup>l</sup> • Public or private reprimand
- <sup>m</sup> • Any other discipline that may be appropriate including suspension or deferment of discipline during a period of probation  
(225.4, 540.4, 540.12, 606.11-606.12)

**606.6** **Appeals.** The accused person or the District Advisory Board may appeal the decision of a District Board of Discipline. The appeal will be sent to the Regional Board of Discipline. The regional board will be appointed by the general superintendent in jurisdiction of the district where the accused minister holds his or her ministerial membership.

**606.7** A Phase 1 district, as such, is not permitted to take disciplinary action against a missionary.

**606.8** The decision of a board of discipline will be unanimous, written, and signed by all members. It will include a finding of “guilty” or “not guilty” for each charge and its specification.



- 606.9** Any hearings will be held at a place the board of discipline chooses. However, all hearings must be held within the boundaries of the district where the charges were filed.
- 606.10** Any hearings will be conducted according to the “Rules and Procedures” described in paragraph 609. (225.3-225.4, 532.9, 538.13)
- 606.11, 606.12** An ordained or licensed minister may confess to guilt of conduct unbecoming a minister without being accused or charged. Likewise, an accused or charged minister may admit to guilt before a hearing of a District Board of Discipline. In such cases, the District Advisory Board may take any of the actions listed in paragraph 606.5. (540.4, 540.12)
- 607** Following a decision by a Board of Discipline, the accused person, the District Advisory Board, or those who signed the charges have the right to appeal the decision to the Regional Court of Appeals. The appeal will begin within 30 days after the decision. The court will review the entire record of the case and all steps that were taken during it. If the court discovers any substantial error that is prejudicial to the right of any person, it will correct the error by ordering a new hearing. The new hearing will be conducted in a manner capable of giving relief to the person who was adversely affected by the previous proceedings or decision.
- 608** If the decision of a Board of Discipline provides for the suspension of a minister or cancellation of a ministerial credential, the accused minister will immediately suspend all ministerial activity. If he or she refuses to do so, the minister will forfeit the right to appeal.
- 608.1** If the decision of a board of discipline provides for the suspension from the ministry or cancellation of a ministerial credential, the accused minister may choose to appeal. The minister must file his or her credential with the secretary of the court to which the appeal is made. The minister’s right to appeal depends upon his or her compliance with this provision. The secretary with whom the credential was filed will keep it safe until the conclusion of the case. Afterwards, the credential will be returned to the minister or forwarded to the general secretary based on the court’s directions.

- 608.2** The accused minister or the Board of Discipline may appeal the decisions of a Regional Court of Appeals to the General Court of Appeals. Such appeals will follow the same “Rules and Procedures” as other appeals to the General Court of Appeals.

## CHAPTER 6 RULES OF PROCEDURE

- 609** The General Court of Appeals will adopt uniform “Rules of Procedure” to govern all proceedings before boards of discipline and courts of appeal. After the court adopts the rules, they will be the final authority in all judicial proceedings. The general secretary will supply printed “Rules of Procedure.”
- The General Court of Appeals may adopt new rules or amend rules at any time. When the court adopts or amends the “Rules of Procedure,” they will be effective and authoritative in all cases. That is to say, any measures that are taken afterward in any proceeding will be in accordance with the new or amended rules. (606.1)

## CHAPTER 7 DISTRICT COURT OF APPEALS

- 610** Each organized district will have a District Court of Appeals. The court will be composed of two laypersons, two assigned ordained ministers, and the district superintendent. The district assembly will elect the members according to paragraph 205.22.
- The court will hear appeals of church members concerning any action by a local board of discipline. Notice of an appeal must be given in writing within 30 days after such an action or after the one who appeals has knowledge of the action. Such notice will be delivered to the District Court of Appeals or a member of the court. A copy of such notice will be delivered to the pastor of the local church and to the secretary of the church board involved in the appeal. (205.22)

- 610.1** The District Court of Appeals will have jurisdiction to hear and decide all appeals of laypersons or churches affected by actions of a Board of Discipline appointed to discipline a layperson.

## CHAPTER 8 GENERAL COURT OF APPEALS

- 611, 611.1** The General Assembly will elect five assigned ordained ministers to serve as members of the General Court of Appeals. The members will serve for four years or until their successors are elected and qualified. This court will have jurisdiction to hear and determine all appeals from the action or decision of any District Board of Discipline or Regional Court of Appeals. When the General Court of Appeals makes a decision regarding any appeal, the decision is authoritative and final. (305.7)
- 612** The Board of General Superintendents will appoint members to fill vacancies in the General Court of Appeals that occur between sessions of the General Assembly. (317.6)
- 613** When the members of the court are engaged in official business of the court, they will receive reimbursement for expenses and a daily allowance. The expenses and allowance will be the same as that of the members of the General Board. The general treasurer will arrange for payment of the expenses and allowance.
- 614** The general secretary will be the custodian of all permanent records and decisions of the General Court of Appeals. (326.4)

## CHAPTER 9 REGIONAL COURT OF APPEALS

- 615** Each region will have a Regional Court of Appeals. Each Regional Court of Appeals will have five or more assigned ordained ministers elected by the Board of General Superintendents following each General Assembly. The Board of General Superintendents will fill vacancies. The “Rules of Procedure” will be the same for the Regional Courts of

Appeals as for the General Court of Appeals, in both the church *Manual* and the *Judicial Manual*. A quorum of five is required for appeals referred to the court.

## CHAPTER 10 GUARANTY OF RIGHTS

- 616** The right to a fair and impartial hearing of charges pending against an accused minister or layperson will not be denied or unduly postponed. Written charges will be given an early hearing in order that the innocent may be absolved and the guilty disciplined. Every accused person is entitled to the presumption of innocence until proven guilty. The prosecution will have the burden of proving guilt to a moral certainty and beyond a reasonable doubt for each charge and specification.
- 616.1** The district where the hearing was held and disciplinary action taken will bear the cost of preparing the record of a case for a minister for the purpose of an appeal to the General Court of Appeals. This includes a word-for-word transcript of all testimony given at the trial. Every minister who appeals will have the right to present oral and written arguments at his or her appeal. The accused minister may waive this right in writing.
- The local church of the district where the hearing was held and disciplinary action taken will bear the cost of preparing the record of a case for a layperson for the purpose of an appeal to the District Court of Appeals. This includes a verbatim transcript of all testimony given at the trial. A layperson who appeals will have the right to present oral and written arguments at his or her appeal. The accused layperson may waive this right in writing.
- 616.2** The highest court for a minister to appeal is the General Court of Appeals, and the highest court for a layperson to appeal is the District Court of Appeals.
- 616.3** A minister or layperson who is accused of misconduct will have the right to meet his or her accusers face-to-face. This is also true for any violation of the *Manual* when an accused

person has charges pending against him or her. He or she will have the right to cross-examine the witnesses for the prosecution.

**616.4** A Board of Discipline will not receive or consider as evidence the testimony of any witness unless it is given under oath or solemn affirmation.

**616.5** A minister or layperson who is brought before a board of discipline to answer charges will always have the right to be represented by counsel. The accused person may choose his or her own counsel as long as the counsel is a member in good standing in the Church of the Nazarene. To be in “good standing,” the member must meet the following requirements:

- <sup>a</sup> • He or she must be a full member of an officially organized Church of the Nazarene.
- <sup>b</sup> • He or she must not have any written charges pending against him or her.

**616.6** A minister or layperson will not be required to answer charges for any act that occurred more than five years before the filing of such charges. A Board of Discipline will not consider at any hearing any matter that occurred more than five years before the charges were filed.

- <sup>a</sup> The following exceptions apply:
- <sup>b</sup> • If the aggrieved person was under the age of 18 at the time of the incident, the five-year limitation will not begin until he or she reaches the age of 18.
- <sup>c</sup> • If the aggrieved person was found to be mentally incompetent of making an accusation or filing a charge, the five-year limitation will not begin until he or she becomes mentally competent.
- <sup>d</sup> • In the case of the sexual abuse of a minor, no time limit shall apply. A “minor” is any human being younger than 18 years old. If local law sets the “age of majority” higher than 18 years old, that age will be applied instead.
- <sup>e</sup> If a minister is convicted of a felony by a court of competent jurisdiction, he or she will surrender his or her credential to the district superintendent. At the request of the minister,

and if the Board of Discipline has not previously been involved, the District Advisory Board will investigate the circumstances of the conviction. The District Advisory Board may choose to restore the credential if it decides is appropriate.

**616.7** A minister or layperson will not be put on trial twice for the same offense. It may happen that a court of appeals discovers a reversible error committed in an original hearing or proceeding. In such a circumstance, the accused person will not be considered as being on trial a second time.

# PART 10

## FORMS

### CHAPTER 1 THE LOCAL CHURCH

NOTE: These forms may be prepared and used by the local church as needed.

#### 813 Local minister's license

*THIS IS TO CERTIFY that (insert name) is licensed as a local minister in the Church of the Nazarene for one year, provided that his or her spirit and practice remain suitable to the gospel of Christ, and his or her teachings correspond with the established doctrines of the Holy Scriptures as held by the Church of the Nazarene.*

*By Order of the Church Board of the (insert name of the local church) Church of the Nazarene.*

*Done at (insert city), this (insert date).*

\_\_\_\_\_, *Chairperson*

\_\_\_\_\_, *Secretary*

#### 813.2 Recommendation to the district assembly

This form is to be completed annually for district licensed ministers. It may be used for different recommendations. Please make one selection in each group.

Select the board that will issue this recommendation.

- The Church Board of the *(insert name of church)* Church of the Nazarene
- The District Advisory Board of the *(insert name of district)* Church of the Nazarene (*Manual 225.13*)

The board recommends (insert name) to (select one of the following) ...

- the Ministerial Credentials Board
- the District Assembly
- ... for (select one of the following).
- a district minister's license
- the renewal of a district minister's license
- the renewal of a deaconess' license
- renewal of a director of Christian education's license

#### Certification of ministry role

(Select one of the following. See Manual paragraphs 503-526 for more details.)

- CED—Minister of Christian education** (ministers employed by a local church school)
- EDU—Education** (ministers employed to serve on the administrative staff or faculty of one of the Nazarene institutions of higher education)
- EVR—Registered evangelist** (ministers devoted to traveling and preaching the gospel as their primary ministry, promoting revivals and spreading the gospel across the land)
- GA—General assignment, missionary** (ministers appointed by the General Board through the Global Missions Committee to minister for the church)
- GA—General assignment, other** (ministers elected or employed to serve the general church)
- PAS—Pastor**
- PSV-FT—Pastoral service, full-time**
- PSV-PT—Pastoral service, part-time** (ministers serving as an associate pastor, performing pastoral service in connection with a church, or serving in specialized areas of ministry that are recognized and approved by the appropriate governing, licensing, and endorsing agencies)
- SER—Registered song evangelist** (ministers who devote the major portion of their time to the ministry of evangelism through music as their primary assignment)
- SPC—Special service or Interdenominational service** (ministers in active service in a manner not mentioned above. This must be approved by the district assembly)



upon recommendation by the District Advisory Board or the Ministerial Credentials Board, or both

- STU—Student**
- U—Unassigned**

The board should review the minimal requirements for ordination found in *Manual* paragraphs 531.3 and 532.3. It should also review the procedures for formalization of an associate's relationship to the local church, whether paid or unpaid (*Manual* 160-160.3). This is important for establishing and maintaining the candidate's history of ministry.

If the board recommends a ministry role designation of **PSV-FT** or **PSV-PT** for the coming year, it should indicate one of the following. (129.27; 160.1-160.2)

- Yes, the board received the written approval of the district superintendent.
- No, the board has not received the written approval of the district superintendent.

If a designation other than **STU** or **U** is indicated above, the board must describe below the formal relationship that exists with the candidate, as approved by the church board and the district superintendent.

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We certify that (*insert name*) has fulfilled all the requirements for this request. The certification is based on a vote of the board on (*insert date*) and by the receipt of a letter of permission from the district superintendent on (*insert date*).

\_\_\_\_\_, Chairperson

\_\_\_\_\_, Secretary

(The following is for use by the receiving board or assembly)

- Referred    Reported    Disposition \_\_\_\_\_

### 813.3

#### Certificate of Commendation

*This certifies that (insert name) is a member of the (name of church) Church of the Nazarene at (insert city or location) and*

*is hereby commended to the Christian confidence of those to whom he or she may present this certificate.*

\_\_\_\_\_, *Pastor*

\_\_\_\_\_, *Date*

- ° NOTE: When a pastor gives a “Certificate of Commendation” to a member, that person’s membership immediately ceases in the local church that issued the certificate. (111.1)

#### **813.4 Letter of Release**

*This certifies that (insert name) has been until this date a member of the (name of church) Church of the Nazarene at (insert city or location) and, at his or her request, is granted this letter of release.*

\_\_\_\_\_, *Pastor*

\_\_\_\_\_, *Date*

- ° NOTE: When a “Letter of Realease” is signed, the person’s membership terminates immediately. (112.2)

#### **813.5 Transfer of membership**

*This certifies that (insert name) is a member of the (name of church) Church of the Nazarene at (insert city or location) and, at his (her) request, is hereby transferred to the (name of church) Church of the Nazarene at (insert city or location) in the (insert name of the district).*

\_\_\_\_\_, *Pastor*

\_\_\_\_\_, *Address*

\_\_\_\_\_, *Date*

When the receiving local church acknowledges reception of this transfer, his or her membership in the original local church will cease.

NOTE: A transfer is valid only for three months. (111)

#### **813.6 Transfer acknowledgment**

*This certifies that (insert name) has been received into membership by the (name of church) Church of the Nazarene at (insert city or location) on (insert date).*

\_\_\_\_\_, *Pastor*

\_\_\_\_\_, *Address*

NOTE: Forms 813.3, 813.4, 813.5, and 813.6 may be prepared on local church stationery as needed.

## CHAPTER 2

- 814**      **Forms for the district assembly.** Official district forms may be secured from the General Secretary, 17001 Prairie Star Parkway, Lenexa, KS 66220, U.S.A.

## CHAPTER 3

- 815**      **Bills of Charges.** Bills of Charges may be secured from the General Secretary, 17001 Prairie Star Parkway, Lenexa, KS 66220, U.S.A. for the following:
- Section 1. In Trial of a Church Member
  - Section 2. In Trial of an Ordained Minister
  - Section 3. In Trial of a Licensed Minister



# PART 11

## APPENDIXES

### APPENDIX 3 ADMINISTRATIVE POLICIES

906 **Annuities.** The General Board and institutions of the church may not use annuity gifts until those gifts become their valid property because of the original owner's death. The General Board will carefully invest such gifts in funds usually accepted as trust funds by the courts of the land. (2017)

907 **Debt.** No official group of the church may use charitable pledges as collateral for securing a debt. (2017)

908 **Bible Societies.**

1. **Approved Bible Societies.** The Church of the Nazarene places special emphasis on the Bible as the written revelation of God. We believe that it is the primary means to win new followers to Jesus Christ. Because there is an increasing need for more copies of the Bible, the General Assembly formally declares the following:

- • First, we express our hearty approval of and sympathy with the work of the United Bible Societies around the world.
- • Second, we endorse the observance of Universal Bible Sunday. On this day, we direct attention to the essential place the Bible should occupy in the lives of Christian people.

2. **Offering for Bible societies.** The General Assembly formally declares the following. The Church of the Nazarene designates the second Sunday of December of each year as a special time for the presentation of the work of approved Bible Societies. We urge all our churches to take

an offering for their nation's Bible Society. The Bible Society associated with the church's area will be a member of the United Bible Societies. If there is no member society, the district may designate a Bible Society to receive the offering. Churches should consult their district office for instructions about how to send their contributions to the proper Bible Society. (2017)

**909 Manual editing resolution.** The General Assembly formally declares the following. The Board of General Superintendents will appoint and authorize a *Manual* Editing Committee. The General Assembly authorizes the committee to do the following:

- <sup>a</sup> • To harmonize conflicting statements that may appear in the record of the actions of the Twenty-ninth General Assembly that make changes to *Manual*.
- <sup>b</sup> • To make editorial changes in the text of the *Manual* that correct the language without altering the meaning.
- <sup>c</sup> • To make editorial changes in the text of newly adopted matters in order to correct the language without altering the meaning.
- <sup>d</sup> • To substitute plainly understood words or expressions for confusing words or expressions.
- <sup>e</sup> • To revise the numbering of paragraphs, sections, and other divisions of the *Manual* in harmony with any actions adopted by the Twenty-ninth General Assembly.
- <sup>f</sup> • To prepare the index in harmony with any actions adopted by the Twenty-ninth General Assembly.
- <sup>g</sup> • To supervise all translations of the *Manual*.

(2017)

**910 Manual appendix review.** Any item remaining in Sections 3 and 4 of the Appendix (paragraphs 906—933) for three quadrennia without reconsideration will be referred by the Reference Committee to the proper committee of the General Assembly. The committee will consider the item as a resolution to the General Assembly. (2013)

**911 Duration of committees.** Any special committee created for any purpose, unless specified otherwise, will cease to exist at the following General Assembly. (2017)

- 912      **General Assembly Business.** The following are from the 2017 edition of *The General Assembly Rules of Order*.
- <sup>a</sup>      General Assembly Rule 14: Presenting resolutions to the General Assembly. The following groups may present resolutions and petitions for the General Assembly to consider in accordance with its rules:
- <sup>b</sup>      • District assemblies
  - <sup>c</sup>      • A committee authorized by the district assembly
  - <sup>d</sup>      • Regional councils
  - <sup>e</sup>      • The General Board or any of its recognized departments
  - <sup>f</sup>      • Official boards or commissions of the general church
  - <sup>g</sup>      • The Global NMI Convention
  - <sup>h</sup>      • The Global NYI Convention
  - <sup>i</sup>      • Five or more members of the General Assembly
- <sup>j</sup>      The following rules apply to the submission of resolutions and petitions to the General Assembly:
- <sup>k</sup>      • Resolutions and petitions will be printed or typewritten on the official form furnished by the general secretary.
  - <sup>l</sup>      • Each resolution or petition will include the subject and the name of the delegates or group making the presentation.
  - <sup>m</sup>      • All resolutions that call for action that requires expenditures must include an estimated cost to complete the action.
  - <sup>n</sup>      • Proposals for changes in the *Manual* must be in writing. The proposals will include the affected sections and paragraphs of the *Manual*. The written proposal must include the revised wording to be used if the General Assembly adopts the proposal.
  - <sup>o</sup>      • A resolution that does not affect the *Manual* must indicate who has responsibility to accomplish it.
  - <sup>p</sup>      • The General Secretary will receive resolutions and petitions no later than the first day of December prior to the opening of the General Assembly. The General Secretary will number the resolutions and send them to the Reference Committee. (General Assembly Rule 24, 305.1)

- 9 Rule 15. Late resolutions and petitions. The general secretary will receive resolutions, petitions, and other items for reference to a legislative committee no later than the first day of June prior to the opening of the General Assembly. The General Assembly will process resolutions for consideration from those global conventions that meet immediately prior to the General Assembly.
- r Rule 16. Manual changes. The General Assembly will submit adopted resolutions to the *Manual* Editing Committee, which will harmonize them with other *Manual* paragraphs.

**913 Historic sites and landmarks.** District and regional assemblies may designate places of historic significance within their boundaries as historic sites. At least 50 years must pass after a place achieves historic significance before an assembly recognizes it as a historic site. A historic site does not have to have original buildings or structures surviving in order to receive the designation. The secretary of the assembly will report a newly designated historic site to the general secretary. The report will include the action, information about the site, and the site's significance.

- o District and regional assemblies can ask the General Assembly to designate places of denomination-wide significance as historic landmarks. Nominations are restricted to previously designated historic sites. The general superintendents or a committee appointed for the purpose of screening nominations must concur with a nomination before the General Assembly may consider it.
- b The general secretary will keep a "Register of Historic Sites and Landmarks" and publicize it appropriately. (paragraph 327.2). (2009)

## APPENDIX 4 CURRENT MORAL AND SOCIAL ISSUES

**914 Organ donation.** If a member does not personally object to it, the Church of the Nazarene supports the donation and reception of bodily organs. Members are encouraged to indicate properly their desire to donate organs in a living will or



trust. Further, we appeal for a morally and ethically fair distribution of organs to those qualified to receive them. (2013)

915

**Discrimination.** The Church of the Nazarene reiterates its historic position of Christian compassion for people of all races. We believe that God is the Creator of all people, and that from one human he made all the nations.

<sup>a</sup> We believe that each individual, regardless of race, color, gender, or creed, should have equality before law. This includes the following:

- <sup>b</sup> • The right to vote
- <sup>c</sup> • Equal access to educational opportunities
- <sup>d</sup> • Equal access to all public facilities
- <sup>e</sup> • Equal opportunity, according to one's ability, to earn a living free from any job or economic discrimination

<sup>f</sup> We urge our churches everywhere to continue and strengthen programs of education that promote racial understanding and harmony. We also feel that the admonition of Hebrews 12:14 should guide the actions of our people. We urge each member of the Church of the Nazarene to examine humbly his or her personal attitudes and actions toward others. Such an examination is a first step in achieving the Christian goal of full participation by all in the life of the church and the entire community.

<sup>g</sup> We reemphasize our belief that holiness of heart and life is the basis for right living. We believe that Christian goodwill between races or gender will come when complete submission to Jesus Christ has changed the hearts of people. That is to say, the essence of true Christianity consists in loving God with one's heart, soul, mind, and strength, and one's neighbor as oneself.

<sup>h</sup> Therefore, we renounce any form of racial or ethnic indifference, exclusion, subjugation, or oppression as a grave sin against God and our fellow human beings. We lament the legacy of every form of racism throughout the world, and we seek to confront that legacy through repentance, reconciliation, and biblical justice. We seek to repent of every behavior in which we have been overtly or covertly complicit with

the sin of racism, both past and present. In confession and sorrow, we seek forgiveness and reconciliation.

- i Further, we acknowledge that reconciliation is not an easy process. It does not happen without a human struggle to stand against the prejudice that is responsible for racial and ethnic humiliation and oppression. This prejudice may be personal, institutional, or structural. We urge Nazarenes everywhere to identify and seek ways to remove acts and structures of prejudice. Likewise, we urge Nazarenes to facilitate occasions for seeking forgiveness and reconciliation and to take action toward empowering those who have been marginalized. (2017)

**916 Abuse of the powerless.** The Church of the Nazarene hates the abuse of any person of any age or gender. We call for increased public awareness of this problem through our publications and by providing appropriate educational information.

- o The Church of the Nazarene prohibits anyone who acts under its authority from committing acts of sexual misconduct or other forms of abuse against powerless people. This has been our historical policy and we reaffirm it. When placing people in positions of trust or authority, the church will presume that past conduct is a reliable indicator of future behavior. The church will withhold positions of authority from people who have previously used such a position to engage in sexual misconduct or abuse of those who are powerless. Exceptions are possible if appropriate measures are in place to prevent future wrongful behavior. A guilty person's expressions of remorse are not enough. Observable change of conduct must accompany the expressions of remorse. The observable change of conduct must last for a sufficient length of time to indicate that a repeat of the wrongful misconduct is unlikely. (2009)

**917 Responsibility to the poor.** The Church of the Nazarene believes that Jesus Christ commanded his disciples to have a special relationship to the poor of this world. Firstly, he taught that his Church should keep itself simple and free from an emphasis on wealth and extravagance. Secondly, he

taught that his Church should give itself to the care, feeding, clothing, and shelter of the poor. Throughout the Bible and in the life and example of Jesus Christ, God identifies with and assists those on the margins of society: the poor, the oppressed, and those who cannot speak for themselves. In the same way, God calls us to identify with the poor and to enter into solidarity with them. This does not mean that we simply offer charity from positions of comfort. We know that compassionate ministry to the poor requires us to struggle to provide opportunity, equality, and justice for the poor. Further, we believe that the Christian responsibility to the poor is an essential aspect of the life of every believer who seeks a faith that works through love.

- <sup>a</sup> Finally, we understand Christian holiness is inseparable from ministry to the poor. That is to say, holiness compels the Christian to move beyond his or her own individual perfection. It moves believers toward the creation of a more just and equitable society and world. Holiness does not distance believers from the desperate economic needs of people in our world. On the contrary, it motivates us to place our means in the service of easing such need. Likewise, it motivates us to adjust those things we want in accordance with the needs of others. (2013)

- <sup>b</sup> (Exodus 23:11; Deuteronomy 15:7; Psalms 41:1; 82:3; Proverbs 19:17; 21:13; 22:9; Jeremiah 22:16; Matthew 19:21; Luke 12:33; Acts 20:35; 2 Corinthians 9:6; Galatians 2:10)

**918 Gender inclusive language.** The Church of the Nazarene affirms and encourages the use of gender inclusive language in reference to persons. Publications, including the *Manual* and public language, should reflect this commitment to gender equality as expressed in paragraph 501. Language changes do not apply to any biblical quotations or references to God. (2009)

**919 The Church and human freedom.** The Church of the Nazarene is concerned that we understand and safeguard our great Christian heritage. We remind our people that both political and religious freedom rest upon two biblical concepts. The first is the dignity of humankind as God's creation. The second is the sanctity of an individual's conscience. We en-

courage our people to participate in appropriate activity in support of these biblical concepts. Further, we should always be vigilant against threats to these precious freedoms.

- These two freedoms are constantly in danger. Therefore, we urge the election of persons to public office at all levels of government who believe in these principles. Those elected are answerable only to God and the constituency that elected them when carrying out the public's trust. Further, we resist any invasion of these principles by religious groups seeking special favors. We stand in solidarity with our brothers and sisters who have been denied such freedom either by political or societal restrictions.
- We believe that the role of the Church is prophetic. It should constantly remind the people that "righteousness exalts a nation" (Proverbs 14:34). (2017)

920

**Affirmation and Declaration of Human Freedom.** As Nazarenes, we embrace the divine call to a life of holiness, wholeness, and restoration where all things and all peoples are reconciled to God. In response, the Holy Spirit brings freedom to the marginalized, oppressed, broken, and hurting. He brings justice to correct injustices and cease selfish influences caused by sin. This work continues until all things are restored in God's reign.

- Consistent with our Wesleyan-holiness tradition and character, we confront the modern expressions of the scourge of slavery. This includes illegal labor, forced labor, and human trafficking.
- In keeping with these affirmations, the international Church of the Nazarene formally declares that its members and congregations will do the following:
  1. As a holiness people, in our pursuit of justice, we will recognize that God calls us to repent of any injustices in our past, amend our present, and create a just future.
  2. We will confront and question the wrongdoings of those who oppress others.
  3. We will engage in compassionate care for those are involuntarily involved in illegal or forced labor, organ harvesting, and sex slavery. Further, we should care for those

who will suffer under emerging oppression yet unknown to us.

4. We will listen actively for the cries of the oppressed and amplify them.
5. We will denounce injustices and work humbly against the causes of injustice.
6. We will act in solidarity with our sisters and brothers against whatever binds them in order to move together toward freedom.
7. We will come alongside those who are vulnerable through godly practices that bring redemption, restoration, healing, and freedom (1 John 3:8).

c Built upon our Wesleyan-holiness tradition and call to holiness, we make the following affirmations:

1. We affirm that the pursuit of justice, reconciliation, and freedom is at the heart of God's holiness as reflected in people. We commit ourselves and the resources of our church to work for the abolition of all forms of slavery, human trafficking, and oppression. We will participate in intentional networks, conversations, and actions that provide hopeful alternatives.
2. We affirm that churches should faithfully respond to the impulse of God's holy love by working for his reign to be more and more visible. God calls us to be faithful witnesses in thought, word, and deed, to him as the Holy One who hears the cries of hurting people. He hears the cries of the oppressed, imprisoned, trafficked, and those who are abused by economic, political, selfish, and evil systems and persons. God calls us to respond in humility with compassion and justice.
3. We affirm that acting justly involves the compassionate care for those in our immediate surroundings. It also means being able to name injustice, and denounce the powers that cause it. Acting justly and loving mercy have often brought the people of God in conflict with the rulers and authorities of the day. God's justice calls us to go beyond equal treatment, tolerance of one another's differences, or simply reversing the roles of oppressed and oppressor. Jesus Christ's example calls us to a justice where

we are willing to surrender ourselves for the sake of another.

4. We affirm that Christian justice requires a deep commitment to both personal and corporate confession, repentance, and forgiveness as necessary steps.
5. We affirm that we must support and promote just and hopeful practices in all areas of life. Reflecting the compassionate hope of Christ and love for all people, we identify with the conditions that cause dehumanizing circumstances. We will speak for those who are not heard. We will come alongside the vulnerable by acting in ways that bring redemption, restoration, healing, and freedom.
6. We affirm that God *calls* us to become a people who embody a hopeful alternative to oppression and injustice. Our holy God *calls* us to reflect him through holy living, bringing justice in motive and practice to people, circumstances, systems, and nations. While we may not end all suffering, as the body of Christ we are compelled to bring the holiness of God in a healing manner to his work of redeeming and restoring all things.
7. We affirm that our church forms a collaborative network. As such, we must think deeply, work holistically, and engage locally and globally. Complex issues drive modern slavery; therefore, multiple solutions must be undertaken.

<sup>d</sup> These actions will proceed from the fabric of who we are in Christian community naturally flowing into what we do. We therefore pledge to do the following:

1. To work separately and together, as individuals and institutions, consistent with our Wesleyan-holiness identity to serve with compassion and to prophetically challenge oppressive systems.
2. To support, encourage, provide resources, plan, and engage together in effective, wise, sustainable action.
3. To labor as a worshipping community, with Christ at the center, infused with the power of the Spirit as a movement of hope.
4. To think deeply, pray with expectation, and act with courage.

- <sup>e</sup> For this, we live and labor until God's reign comes "on earth as it is in heaven." (2017)

921

**Value of children and youth.** The Bible commands every Christian to "speak up for those who cannot speak for themselves, for the rights of all who are destitute" (Proverbs 31:8). The *Shema* (Deuteronomy 6:4-7; 11:19) admonishes us to communicate God's grace to our children. Psalm 78:4 declares, "We will tell the next generation the praiseworthy deeds of the Lord, his power, and the wonders he has done." Jesus Christ affirms this in Luke 18:16, "Let the little children come to me, and do not hinder them, for the kingdom of God belongs to such as these."

- <sup>a</sup> As a response to this biblical perspective, the Church of the Nazarene acknowledges that children are important to God and a priority in his kingdom. We believe God directed us to attend to all children—to love, nurture, protect, uphold, guide, and advocate for them. It is God's plan that we introduce children to the life of salvation and growth in grace. Salvation, holiness, and discipleship are possible and imperative in the lives of children. We recognize that children are not a means to an end, but full participants in the body of Christ. Children are disciples in training, not future disciples.

- <sup>b</sup> Thus, every local church will make the following a priority for holistic and transformational ministry to children and their families:

- <sup>c</sup> • To provide effective and empowering ministries that meet the needs of the whole child—physically, mentally, emotionally, socially, and spiritually.
- <sup>d</sup> • To explain clearly Christian positions on current social justice issues that affect children.
- <sup>e</sup> • To connect children to the heart of the mission and ministry of the faith community.
- <sup>f</sup> • To disciple children and train them to disciple others.
- <sup>g</sup> • To equip parents to nurture the spiritual formation of their children.

- <sup>h</sup> The church's institutions of higher education (Bible schools, colleges, universities, and seminaries) prepare students for leadership. They play a crucial role in carrying out the vision

and mission of communicating the value of children. They join local churches and families in taking responsibility to prepare ministers and laypersons to raise the next generation of children and youth. The goal is for them to understand the Bible and theology. In this way, they will be ready to meet the known and unforeseen challenges for evangelism, discipleship, and transformation of their societies. The Church of the Nazarene envisions an intergenerational community of faith characterized by the following:

- i* • The church loves and values children and youth.
- j* • The church ministers to children and youth as well as including them in the Church family. This happens through a wide variety of means.
- k* • Children and youth will have opportunities to minister to others in ways consistent with their ages, development, abilities, and spiritual gifts.

(2009)

**922 War and military service.** The Church of the Nazarene believes that the ideal condition of the world is peace. It is the full obligation of the Christian Church to use its influence to seek ways to enable the nations of the earth to be at peace. It will devote its entire means for the propagation of the message of peace. However, we realize that we live in a world where evil forces and philosophies are actively in conflict with these Christian ideals. International emergencies may arise that will require a nation to resort to war in defense of its ideals, its freedom, and its existence.

*a* Along with our commitment to the cause of peace, the Church of the Nazarene recognizes that the supreme allegiance of the Christian is to God. Therefore, the church does not attempt to force its members to adopt a position on whether they should participate in military service in case of war. The church does believe that the individual Christian as a citizen is bound to give service to his or her own nation. However, such service must be compatible with the Christian faith and way of life.

*b* We also recognize that there are some individual members who have conscientious objections to certain forms of mil-



itary service. This objection may be a product of Christian teaching and of the Christian desire for peace on earth. Therefore, the Church of the Nazarene claims exemptions and considerations regarding military service for its conscientious objectors. Such consideration will be the same as given to members of recognized noncombatant religious organizations.

- The Church of the Nazarene, through its general secretary, will establish a register where members of the Church of the Nazarene may record their convictions as conscientious objectors. Registration will require proof of membership in the Church of the Nazarene. (2017)

**923**     **Creation.** The Church of the Nazarene believes in the biblical account of creation (“In the beginning God created the heavens and the earth” Genesis 1:1). We are open to scientific explanations on the nature of creation while opposing any interpretation of the origin of the universe and humankind that rejects God as the Creator (Hebrews 11:3). (1, 5.1, 7) (2017)

**924**     **Creation care.** With deep appreciation of God’s creation, we believe we are to work at showing stewardship qualities that help preserve his work. We recognize that we humans have received a share in sustaining the integrity of our surroundings. Therefore, we accept the responsibility to do so, both as individuals and as a group. (2009)

- (Genesis 2:15, Psalms 8:3-9; 19:1-4; 148)

**925**     **Evidence of baptism with the Holy Spirit.** The Church of the Nazarene believes that the Holy Spirit gives witness to the new birth and to the later work of heart cleansing. This cleansing is also called entire sanctification, and it happens through the infilling of the Holy Spirit.

- We affirm that there is only one biblical evidence of entire sanctification, or the infilling of the Holy Spirit. It is the cleansing of the heart by faith from original sin as stated in Acts 15:8-9. “God, who knows the heart, showed that he accepted them by giving the Holy Spirit to them, just as he did to us. He did not discriminate between us and them, for he purified their hearts by faith.” This cleansing is evi-

dent when others perceive the fruit of the Spirit in a holy life of someone who is sanctified. “But the fruit of the Spirit is love, joy, peace, forbearance, kindness, goodness, faithfulness, gentleness and self-control. Against such things there is no law. Those who belong to Christ Jesus have crucified the flesh with its passions and desires” (Galatians 5:22-24).

<sup>b</sup> To affirm any other physical evidence, such as a “prayer language,” is contrary to the biblical and historic position of the Church. (2009)

**926 Pornography.** Pornography is an evil that is undermining the morals of society. Christians should hate images that degrade the dignity of humankind. Pornography is contrary to the scriptural view of the sanctity of marriage and the wholeness of sex.

<sup>a</sup> We believe that we are created in the image of God. Pornography degrades, exploits, and abuses men, women, and children. Greed motivates the pornography industry. It is the enemy of family life, has led to crimes of violence, poisons minds, and defiles the body.

<sup>b</sup> To honor God as Creator and Redeemer, we urge active opposition to pornography by every legitimate means. We also encourage positive efforts to reach for Christ those who are involved in this evil. (2009)

**927 Christian modesty of dress.** The Church of the Nazarene recognizes trends toward immodest dress in public places. We remind our people of the Christian concept of modesty as an expression of holiness. We urge our people to exercise modesty at all times in public. (2017)

**928 Wellness.** The Bible calls all believers to a life of balance, health, and wholeness through the transforming power of the Holy Spirit. Gluttony is the practice of consuming so much of a thing that it is harmful to the body, community, and spiritual life. Obesity and gluttony are not the same. Obesity may arise due to genetics, cultural, or physical limitations. Gluttony, on the other hand, reflects a way of life that consumes God’s good creation: food, resources, and relationships. It harms both persons and the community. The practice of Christian stewardship calls us to seek to maintain

the health and fitness of our bodies as the temple of the Holy Spirit. We should live moderate lives with all the resources and relationships God provides. (2009)

- <sup>a</sup> (Proverbs 23:19-21; Matthew 11:19; 23:25; 1 Corinthians 9:27; Galatians 5:23; Philippians 3:19; Titus 1:8; 2:12; Hebrews 12:16; 2 Peter 1:6)

**929 Substance abuse.** The Church of the Nazarene continues to object strongly to substance abuse as a social disease. We encourage church members to take an active and highly visible role regarding how substance abuse is incompatible with a Christian experience and holy life. We should participate actively in education and rehabilitation efforts. (2013)

**930 Alcohol desocialization.** The Church of the Nazarene publicly supports the desocialization of alcohol consumption. That is to say, we support efforts that will reverse society's wide acceptance of drinking alcohol. We encourage civic, labor, business, professional, social, voluntary, and private organizations to work to counteract the advertising and media promotion of the social acceptability of drinking alcohol. (2013)

**931 Tobacco use and advertising.** The Church of the Nazarene urges its people to continue to speak out against the use of tobacco, both as a health hazard and a social evil. Our historic stand is based on God's Word, which strongly advises us to maintain our bodies as temples of the Holy Spirit (1 Corinthians 3:16-17; 6:19-20).

- <sup>a</sup> Medical evidence strongly supports our opposition to the use of tobacco in all its forms. Numerous social, governmental, and health agencies around the world have documented that tobacco is a major health hazard. These agencies have shown conclusively that the use of tobacco may produce harmful changes in normal bodies, both serious and permanent.

- <sup>b</sup> The millions of dollars that are spent on tobacco advertising—and its twin evil, alcoholic beverages—greatly influence our young people. We endorse a ban on all advertising of tobacco and alcoholic beverages in magazines, billboards, radio, television, and other media. (2013)

**932 HIV and AIDS.** Since 1981, HIV and AIDS have devastated our world. Considering the deep needs of HIV and AIDS

sufferers, Christian compassion motivates us to inform ourselves accurately about this disease. Christ would want us find a way to communicate his love and concern for these sufferers anywhere in the world. (2013)

**933**      **Use of social media.** First and most importantly, the content that we share should be respectful. As in all interpersonal relationships, we believe that the content of our social media should reflect the sanctified hearts for which we strive. Both ministers and laypersons must be mindful of how their activities on social media affect the image of Christ and his church to the world. Those activities affect the church's mission within our communities. Our activities should be life giving, affirming, and should seek to uplift all persons. (2017)

°            (Proverbs 15:4, 15:28, 16:24; Ecclesiastes 5:2-4; Matthew 15:11; Galatians 5:13-15; Ephesians 4:29; Colossians 4:62; 2 Timothy 2:16; James 3:1-13)

## GLOSSARY

This glossary contains definitions of words in this book that have a dotted underline, like this. Many of these words and phrases have more than one definition in English, but the definitions in the glossary are the ones that will help you understand how the words are used in the *Manual in Global English*.

**accountable, accountable to:** When a person or group must report their activities to another person or group and receive guidance from them

**accountability:** See “age of accountability”

**action:** See “take action”

**actual notice:** A notification that someone receives directly about a fact, demand, claim, or meeting

**administrative year:** See “year”

**age of accountability:** The age when a child understands the implications and consequences of her or his actions

**age of majority:** The age when a child becomes an adult

**apostolic:** “Apostolic” relates to the ongoing succession of ordained ministers since the time of the 12 apostles.

**apportionment:** An amount of money assigned to each local church to pay to support district, educational, and general activities

**assembly year:** See “year”

**assigned minister:** To be an “assigned minister” means that a person meets both of the following requirements. (1) He or she has an unexpired ministerial credential, and (2) a district has placed him or her in one of the categories found in paragraphs 504 and 506 through 528.

An **unassigned minister** is someone who holds a ministerial credential but has not been placed in one of the categories by a district.

Often, the *Manual* will add additional adjectives to “assigned minister” to further describe the person. For example:

- **assigned ordained ministers:** A minister who is assigned and ordained
- **retired assigned minister:** A status that a district may give to an assigned minister at the time of his or her retirement.

**associate, associate pastor:** “An associate” is a person who serves the church under the direction of a pastor. See paragraph 159 and 159.1 for more information about “associates.”

**atonement:** The doctrine that explains how God provides salvation.

**background check:** A church’s investigation of a person before it places him or her in a position of authority or trust

**be accountable:** See “accountable”

**Bible quizzing:** A scheduled activity for children where they study biblical passages, memorize scripture, and learn the answers to questions about the passages

**Bible societies:** “Bible societies” are organizations that focus on making the Bible available to as many people as possible, in various languages, for an affordable cost.

**Call, calling:** The word “call” has several meanings in the *Manual*.

“To call” a pastor: The process of a local church to engage with a person to become the pastor. In many cases, this is the same as “to hire” a pastor

“To call” a meeting: The process of scheduling and beginning an official meeting of a group

“A call to something”: When someone has a special job, function, or task to do. “The call” may come from God, the church, or some other high authority.

“A pastoral call”: A pastor’s “call” is the mandate or the period of time of the employment as pastor (with or without salary).

**Caravan:** A scheduled activity for children where they work toward earning various badges. The program helps children grow physically, socially, mentally, and spiritually

**caucus:** A meeting of members of a larger group who belong to a particular region or nation

**cause, for cause:** “For cause” is a legal term that means that someone performs an action for a legitimate reason, and that the one who does it can justify the action. “Without cause” means any reason for the action.

**Children’s church:** “Children’s church” is a time where children participate in a separate church service from the rest of the congregation.

**Christlike, Christlikeness:** Resembling Jesus Christ

**church year:** See “year”

**church-type missions:** A congregation that a district officially recognizes but which it has not yet organized. For more information on church-type missions, see paragraph 100.1.

**civil action:** A “civil action” is a lawsuit about a person’s rights. It is not a criminal lawsuit.

**congregationalism:** A type of church government where the local church governs itself without a lot of outside leadership

**consecrated:** Describing something that is given to God and to be used solely by him

**Continuing Lay Training:** This phrase has two meanings. 1) It is a department of SDMI that produces discipleship materials for laypersons. 2) It is a district plan for using those materials to enhance the Christian education of lay persons.

**Cradle Roll:** A church’s list of very young children of members and regular attenders

**credential; ministerial credential:** A “credential” is one of the following documents that has been signed by the appropriate people: (1) a district license (2) or a certificate of ordination. A person who has a local license is not a “licensed minister.”

**desocialization:** “Desocialization” is the process of removing something from its normal, social environment.

**devotions, devotional:** Religious activities such as prayer, Bible reading, journaling, or listening to short sermons or teachings

**district center:** A “district center” is a physical location that the district uses for various purposes. For example, the office of a district superintendent, district associates and staff, and district events.

**district staff:** District staff are people who work for the district in a non-elected job.

**educational region:** “Educational regions” are sub-divisions of a world region.

**elder:** A minister in the Church of the Nazarene who was ordained into the preaching ministry (See paragraph 504)

**elected and qualified:** A person who is elected to a position and who meets the qualification for that position. Normally, a different organization than the one that elected the person “qualifies” her or him

**elements; elements for the Lord’s Supper:** The elements for the Lord’s Supper are bread and unfermented wine.

**entire consecration:** See “consecration”

**entire sanctification:** See “sanctification”

- episcopacy:** A type of church government that is governed by bishops.
- executive committee:** A committee that makes decisions and acts on behalf of a larger organization or committee
- executive supervision:** The actions of an executive as he or she oversees and manages the activities of a group
- ex-officio:** Describes someone who is a member of a group or committee based on his or her job, status, or position. This is different from someone who is elected to a position.
- extended ministries:** Approved SDMI activities that are not mentioned in the SDMI Bylaws
- Fall; the Fall:** “The Fall” is the account of Adam and Eve’s disobedience in the Garden of Eden.
- fellowship:** Participation by people who share a common love or friendship
- final major part:** Over one-half of a number
- fiscal year:** See “year”
- for cause:** See “cause”
- from the pulpit:** “From the pulpit” is a phrase that means something that is publicly announced aloud during a church service.
- full member:** A member of the church who is not a fellowship member. An “inactive member” is a full member, but he or she is not eligible to hold office or vote in church meetings.
- fully inspired:** The Bible is “fully inspired” means that it is whole, complete, and trustworthy.
- general church:** The phrase “general church” has two meanings in the *Manual*. (1) It means the Church of God in the broadest sense, not just Nazarenes. (2) However, most often, it means the highest level of Nazarene government.
- general interest:** An approved program, initiative, or ministry of the Church of the Nazarene
- general officers:** The general officers are those listed in paragraphs 900 through 900.3.
- general superintendent in jurisdiction:** The general superintendent assigned to make decisions and judgments for a specific region or group also see “jurisdiction”
- gifts and graces:** “Gifts” is a short version of “gifts of God” (such as those found in Romans 12:6-8). “Graces” are the evidence of God working through a person.
- give bond:** To “give bond” means to offer something to secure a debt.



- good standing:** A minister or member in “good standing” has no unresolved accusations against him or her, and is not under discipline.
- Global Clergy Development:** A department at the Global Ministry Center in Lenexa, Kansas (USA)
- Global Education and Clergy Development Committee:** A committee of the General Board
- Global Ministry Center:** The administrative offices of the denomination located in Lenexa, Kansas (USA)
- Global Missions:** A department at the Global Ministry Center in Lenexa, Kansas (USA)
- Global Missions Committee:** A committee of the General Board
- Great Commission:** The phrase used to summarize Jesus’ words found in Matthew 28:16-20; Mark 16:14-18; Luke 24:44-49; John 20:19-23; and Acts 1:4-8
- hold in confidence:** To treat a conversation as a secret or private matter
- hold an office:** To win election or to be appointed to a position
- holiness evangelism:** Preaching and other activities focused on assisting people to be entirely sanctified
- human trafficking:** A form of modern-day slavery where people control and exploit other people
- incarnate, incarnation:** The doctrine of God becoming a human
- incorporate:** When an organization is recognized by a government as a legal entity
- initial sanctification:** See sanctification
- interim pastor:** A minister who assumes the role of pastor for a period of time while a church searches for a permanent pastor
- interim transfers:** The transfer of a minister’s credential to a new district between annual meetings of a district assembly
- jurisdiction, jurisdictional:** Jurisdiction is the authority of a person or group to make official decisions.  
also see “general superintendent in jurisdiction”  
also see “transfer of jurisdiction”
- justification:** Justification is a theological term that describes the actions of God by which he restores people to a proper relationship with him.
- Lord’s Day:** The first day of the week, Sunday
- marginalize, marginalized:** The act of treating people as if they are insignificant
- material affairs:** See “general interest”

**ministerial membership:** Every minister is a member of a local church (church membership) and a district (ministerial membership).

**minutes:** The official summary of the actions and decisions of a meeting

**mission special projects:** See “special mission projects”

**morally innocent:** People who are not able to make moral decisions. This includes young children and those with certain mental disabilities.

**order:** This has two meanings: (1) the group of ordained elders or ordained deacons; (2) the historic way the church organizes itself to achieve its purposes.

**paid associate:** See “associate”

**paid local associate:** See “associate”

**parliamentary procedure:** A set of rules, customs, and ethics that an organization follows during its official meetings

**pastoral arrangements:** The election, assignment, or appointment of someone as pastor of a local church

**pastoral staff:** See “staff”

**pastoral transition:** The time between one pastor’s service and a new pastor’s service

**penitent:** Describing someone who is sorry for his or her sins

**Pensions and Benefits International:** A department at the Global Ministry Center in Lenexa, Kansas (USA)

**plurality:** A number of votes for one candidate that is more than any other candidate but not more than half the total votes

**prejudicial to the rights:** If a decision or action is made that is “prejudicial to the rights” of someone, that person has lost that right. This means that the person cannot present his or her case again.

**presiding general superintendent:** A general superintendent who leads a specific meeting

**prevenient grace:** The grace that God gives every person from birth

**pulpit supply:** A minister who preaches at a church for a limited time. She or he is not formally assigned as the pastor.

**quadrennia, quadrennial, quadrennium:** Every four years

**qualified:** See “elected and qualified”

**quorum:** The smallest number of members who must be present at a meeting in order for it to begin and do the work of the meeting

**retired assigned minister:** See “assigned minister”

**regeneration:** The process of making something or someone completely new

**regional caucus:** See “caucus”

**regular church board members:** Members of the board who are elected instead of being on the board based on their role or position (ex-officio)

**regular review of the relationship between the church and pastor:** See “review of the relationship between the church and pastor.”

**repent, repentance:** To turn away from sin toward God

**representative government:** A process where individuals represent a group and make decisions on its behalf

**responsible, responsible to:** Responsive, cooperative, and accommodating

**review of the relationship between the church and pastor:** A formal process conducted by a district superintendent to evaluate the expectations and goals of the church and the pastor. It includes a discussion of whether to continue the relationship.

**roles of ministry:** An official assignment of a minister to a particular type of ministry. The list of roles is found starting with paragraph 505.

**sabbatical:** A time that a church grants a minister to stop his or her usual work in order to study or travel. Usually, the minister continues to receive a salary during a sabbatical.

**sacrament:** An important religious ceremony

**sanctify, sanctification:** The act of God by which he transforms believers to be like Jesus. See Article of Faith 10 for the official description. Sanctification is a lifelong process of spiritual growth, marked by two special moments:

**Initial sanctification:** When a person is born-again and becomes a Christian

**Entire sanctification:** When a Christian is freed from original sin and becomes entirely devoted to God

**school year:** See “year”

**SDMI office:** A department at the Global Ministry Center in Lenexa, Kansas (USA)

**securities:** Securities are financial assets or debts that have some sort of monetary value.

**senior adult:** Older adults, usually of retirement age

**shema:** A prayer based on Deuteronomy 6:4-5. “Shema” is the first word of verse 4, in Hebrew, and means “Hear.”

**sole member:** An organization who is the owner, and no one else, of another organization

**special missions projects:** Worthwhile projects that are officially recognized by NMI. These projects may receive funds from offerings by Nazarenes.

**special relations:** A ministerial assignment that is not one of those listed in the Manual

**spirit and order:** The way the church organizes itself and operates (order) and the intention behind the decisions to operate that way (spirit)

**Staff, staff member, pastoral staff:** “Staff” are those people who work for a pastor or church. “Staff member” may be anyone, a minister or a layperson. “Pastoral staff” are the ministers who work for the pastor.

**stagger, staggered terms:** To arrange the elections of a committee or board so that a portion of the members are elected each year. The alternative is for every member to be elected at the same time. See paragraph 113.13 for a description of how to stagger elections.

**standing boards, standing committees:** A permanent board or committee

**statistical year:** See “year”

**Stewardship Development:** A department at the Global Ministry Center in Lenexa, Kansas (USA)

**subsidiary corporations:** A company that is controlled and owned by another company

**substance abuse:** The misuse of alcohol, tobacco, and other drugs

**superintendency:** A system of government where the superintendent oversees the work of a specific region or area

**supply pastor:** A temporary appointment of someone as the pastor of a local church. See paragraph 534

**take action:** A formal decision by a board to do something

**tithing, tithes:** The practice of giving 10% of one’s earnings to the church

**transfer of jurisdiction:** The process of transferring the authority of district to oversee the recovery, restoration, or reinstatement of a ministerial credential

**Trinity, triune:** The doctrine of the nature of one God whose being is in three persons: Father, Son, and Holy Spirit

**unassigned minister:** See “assigned minister”

**unpaid associate pastor:** See “associate”

**United Bible Societies:** See Bible societies

**Vacation Bible School:** A series of activities focused on the religious education of children. These may be held during their school holidays or after school hours. It usually lasts four or five days.

**validated course of study:** A “course of study” is a series of classes, assignments, or assessments that fulfill the educational requirements for ministerial training. A “validated” course of study has been approved by the International Course of Study Advisory Committee.

**Wesleyan-holiness:** The adjective “Wesleyan-holiness” was originally used to describe the 19th Century activities of groups that sought to revive the doctrine and practice of Christian perfection. This was called the “Holiness Movement” as well as the “Wesleyan-holiness Movement.” It is also used to describe other aspects that come from that movement such as theology, identity, and traditions.

**without cause:** See “cause”

**year:** A twelve-month period. In addition to a “Calendar Year” (which is January through December), there are additional “years” that do not start in January. Instead, they start based on the decision of an organization or group. Examples:

**church year:** Established by the district for the sake of reporting. The church year, administrative year, and statistical year are the same for a district.

**school year:** The period of the year during which students attend a church operated childcare program or school





