

ALLIANCE WOMEN MINISTRIES
NATIONAL POLICIES
(BOD 10/07)

I. NAME

This auxiliary ministry shall be known as Alliance Women Ministries of The Christian and Missionary Alliance.

II. PURPOSE

As an auxiliary ministry of The Christian and Missionary Alliance, Alliance Women Ministries exists to be a movement of Great Commission Christian women who are glorifying God by building Christ's Church worldwide.

III. OBJECTIVES

The objectives of Alliance Women Ministries shall be:

1. *Fellowship*—To encourage a sense of community among women through the building of healthy relationships/friendships by the transforming power of Christ.
2. *Discipleship*—To encourage the study of God's Word and to inspire women to follow Christ through the empowerment of the Holy Spirit.
3. *Outreach*—To equip women to share God's love and the message of the Gospel with family, friends and neighbors.
4. *Missions*—To involve women in the world-wide ministries of the C&MA through intercession, short term missions, the support of overseas workers and their families, and an annual project that services specified needs in various countries.
5. *Prayer*—To encourage corporate and individual worship and intercession for local, national, and worldwide ministries.

IV. RELATIONSHIP

Alliance Women Ministries is an auxiliary ministry of The Christian and Missionary Alliance and is amenable to the vice president for Church Ministries. It is the parent ministry of the District, Area (where applicable), and Local organizations of Alliance Women Ministries. It shall include those who are participants in Alliance Women Ministries of The Christian and Missionary Alliance.

V. STRUCTURE

Section 1. Teams/Committees.

- a. **National Executive Team.** A National Executive Team provides direction for Alliance Women Ministries. It shall be comprised of the following officers: the National Director,

Assistant National Director, Secretary, Treasurer, three Members-at-Large, and such others deemed necessary by the National Leadership Team. The wife of the president of the C&MA shall be an ex-officio member of the National Executive Team.

- b. **National Leadership Team.** The National Leadership team shall be comprised of the District Directors or appointed representatives of Alliance Women Ministries. It shall serve in an advisory capacity for Alliance Women Ministries National Executive Team. The vice president for Church Ministries or his designee shall be a member ex officio of the National Leadership Team.
- c. **Nominating Committee.** The Nominating Committee, comprised of one member from the National Executive Team, two from the National Leadership Team, and two from the Alliance Women membership-at-large, shall be named by the vice president for Church Ministries at least three months prior to General Council or the annual Training Meetings. The vice president of Church Ministries shall appoint alternates to fill any vacancies occurring on this Committee. The vice president for Church Ministries, or his designee, shall be an ex officio member of this Committee. The Nominating Committee shall place one name in nomination for each office to be filled.

Section 2. Elections. The election of the National Executive Team shall be conducted at the Annual Meeting of the National Leadership Team of Alliance Women. All officers shall be persons of good Christian character and members in good standing of a Christian and Missionary Alliance church. After nominations are presented by the Nominating Committee, further nominations may be made from the floor. Election shall be by ballot except in cases where only one nomination is presented.

Section 3. Officers.

- a. **Director.** The director shall be responsible for carrying out the objectives of the organization. She shall preside at all meetings of National Alliance Women Ministries. The term of office shall be three years. The director is eligible for not more than two consecutive terms in this office.
- b. **Assistant Director.** The assistant director shall preside at all meetings in the absence of the director and shall fulfill specific responsibilities as delegated by the director. In the event of the resignation or death of the director, the assistant director shall fill the vacancy until the regular election of the director. The term of office shall be three years. The assistant director is eligible for not more than two consecutive terms in this office. The assistant director shall be elected the year following the election of the director.
- c. **Secretary.** The secretary shall keep the minutes of all meetings of National Alliance Women Ministries, the National Leadership Team, and National Executive Team and shall conduct the correspondence as directed by the National Executive Team. The term of office shall be three years. The secretary is eligible for not more than two consecutive terms in this office.

The secretary shall be elected two years following the election of the director.

- d. **Treasurer.** The treasurer shall keep a complete and accurate record of all receipts and disbursements and shall disburse funds as authorized by the National Executive Team.

The term of office shall be three years. The treasurer is eligible for not more than two consecutive terms in this office.

- e. **Members-at-Large.** The members-at-large shall be responsible to perform such duties as designated by the director or by the National Executive Team.

The term of office shall be two years. The members-at-large are eligible for not more than three consecutive terms in this office. There shall be three members-at-large, and such others as deemed necessary.

Section 4. Records of Officers. The official records of all officers and departments of National Alliance Women Ministries are the property of National Alliance Women Ministries. All financial records shall be audited annually or at any time on order of the vice president for Church Ministries. In the event of the death or resignation of the incumbent, or upon the election of her successor, the current records necessary for fulfilling the obligations of the office shall be passed on to the newly elected officer.

VI. MEETINGS

Section 1. Meetings of the National Executive Team. The director, with consultation of the vice president for Church Ministries, shall call a meeting of the National Executive Team as needed.

Section 2. Meetings of National Alliance Women Ministries. The National Alliance Women Ministries Leadership Team shall meet in conjunction with General Council of the Christian and Missionary Alliance or on alternate years at an annual Training Meeting to accomplish its objectives. This meeting shall be the responsibility of the National Executive Team.

VII. FINANCE

Section 1. Reimbursement of Expenses. The work of the National Executive Team and National Leadership Team shall be considered a service to Christ and the Church. Expenses related to this ministry shall be reimbursed.

Section 2. National Ministry Fund. The Alliance Women's Ministries of each local church shall be requested to make an annual contribution to the ministry fund of National Alliance Women Ministries. Such expenses are subject to the approval of the vice president for Church Ministries.

Section 3. Projects. All appeals for funds shall be approved by the vice president for Church Ministries.

VIII. AMENDMENTS

These policies may be amended by the vice president for Church Ministries with the approval of the Board of Directors of the Christian and Missionary Alliance.

IX. OPERATING PROCEDURES

Operating procedures not in conflict with these policies may be adopted at any regular meeting of the National Leadership Team by a two-thirds vote of the members present. Proposed operating procedures shall be submitted to the vice president for Church Ministries or his designee for approval.

ALLIANCE WOMEN MINISTRIES
DISTRICT POLICIES
(BOD 10/07)

I. NAME

This auxiliary ministry of the _____ District shall be known as Alliance Women Ministries of The Christian and Missionary Alliance.

II. PURPOSE

As an auxiliary ministry of the _____ District of the Christian and Missionary Alliance, Alliance Women Ministries exists to be a movement of Great Commission Christian Women who are glorifying God by building Christ's Church worldwide.

III. OBJECTIVES

The objectives of Alliance Women Ministries shall be:

1. *Fellowship*—To encourage a sense of community among women through the building of healthy relationships/friendships by the transforming power of Christ.
2. *Discipleship*—To encourage the study of God's Word and to inspire women to follow Christ through the empowerment of the Holy Spirit.
3. *Outreach*—To equip women to share God's love and the message of the Gospel with family, friends and neighbors.
4. *Missions*—To involve women in the world-wide ministries of the C&MA through intercession, short term missions, the support of overseas workers and their families, and an annual project that services specified needs in various countries.
5. *Prayer*—To encourage corporate and individual worship and intercession for local, national, and worldwide ministries.

IV. RELATIONSHIP

The District Alliance Women Ministries is an auxiliary ministry of the district and is amenable to the District Superintendent. It is part of the National Alliance Women Ministries and is related to the Area (where applicable), and Local organizations. It shall include those who are participants in Alliance Women Ministries in the district churches of the Christian and Missionary Alliance.

V. STRUCTURE

Section 1. Teams/Committees.

- a. **District Leadership Team.** A Leadership team shall meet for the purpose of considering items of business and programs pertinent to the development of District Alliance Women

Ministries. This team shall be elected as per Article V, Section 2b or appointed by the District Superintendent and DEXCOM as per Article V, Section 2c.

- b. **Ex-Officio.** The District Superintendent, the wife of the District Superintendent and if applicable, the wives of other district officers recommended by the District Superintendent, as well as any current member of the National Executive Team of AWM residing in the district, shall be ex-officio members of the District Leadership Team. The District Director shall serve as a member of all standing and special committees.
- c. **Nominating Committee.** The Nominating Committee shall be appointed by the District Leadership Team. It shall be comprised of a minimum of three members—one member from the District Leadership Team and two or more members from the District membership-at-large. The Nominating Committee shall place one name in nomination for each office to be filled except the office of director. In those districts in which the Director is chosen by election, the Nominating Committee may recommend a candidate for Director to the Committee on Nominations at District Conference.

Section 2. Elections/Appointments.

- a. **District Leadership Team.** The District Leadership team shall be elected or appointed as specified in the operating procedures of the district.
- b. **Elections.** If the district chooses to elect officers, the election process shall be as follows:
 - (1) **District Director:** The District Leadership Team shall place a name in nomination for the position of District Director to the District Nominating Committee. The election will then follow the election procedures set by each district.
 - (2) **District Executive Team:** The election of the District Executive Team shall be conducted at the Annual Meeting of District Alliance Women Ministries. Members of the Leadership Team shall be persons of good Christian character and members in good standing of a Christian and Missionary Alliance church. After nominations are presented by the Nominating Committee, further nominations may be made from the floor assuming prior permission has been granted by each individual nominated. Election shall be by ballot except in cases where only one nomination is presented.
- c. **Appointments.** If the district chooses to appoint officers, the appointments shall be as follows:
 - 1. The Alliance Women Ministries Director shall be appointed by the District Superintendent and approved by the District Executive Committee. The Director shall be a person of good Christian character and a member in good standing of a Christian and Missionary Alliance church.
 - 2. All other positions may be appointed by the Alliance Women Ministries District Director with the approval of the District Superintendent and her present leadership

team. The officers shall be persons of good Christian character and members in good standing of a Christian and Missionary Alliance church.

Section 3. Officers.

- a. **Director.** The director shall be responsible for carrying out the objectives of the organization and shall be amenable to the District Superintendent. She shall preside at all meetings of District Alliance Women Ministries.

The elected or appointed term of office shall be two years. The director is eligible for not more than three consecutive terms in this office.

- b. **Assistant Director (if applicable).** The assistant director shall preside at all meetings in the absence of the director and shall fulfill specific responsibilities as delegated by the director. In the event of the resignation or death of the director, the assistant director shall fill the vacancy until the regular election or appointment of the director.

The elected or appointed term of office shall be two years. The assistant director is eligible for not more than three consecutive terms in this office.

The assistant director shall be elected the year following the election of the director.

- c. **Secretary.** The secretary shall keep the minutes of all business meetings of District Alliance Women Ministries, the District Leadership Team, and District Executive Team and shall conduct the correspondence as directed by the District Executive Team.

If elected or appointed, the term of office shall be one or two years, as designated in the District Alliance Women operating procedures. The secretary is eligible for not more than six consecutive years in this office.

- d. **Treasurer.** The treasurer shall keep a complete and accurate record of all receipts and disbursements and shall disburse funds as authorized by the District Executive Team.

If elected or appointed, the term of office shall be one or two years according to the District operating procedures. The treasurer is eligible for not more than six consecutive years in this office.

Section 4. Records of Officers. The official records of all officers and departments of District Alliance Women Ministries are the property of District Alliance Women Ministries. All financial records shall be audited annually or at any time on order of the district superintendent and/or the District Executive Committee. In the event of the death or resignation of the incumbent, or upon the election of her successor, the current records necessary for fulfilling the obligations of the office shall be passed on to the newly elected officer.

VI. MEETINGS

Section 1. Meetings of District Alliance Women Ministries. Events may be held by District Alliance Women Ministries to accomplish its objectives. Such meetings shall be the responsibility of the District Leadership Team, and the program shall be approved by the District Superintendent. Any business pertinent to the organization may be conducted on these occasions.

Section 2. Annual Meeting. The Annual Meeting of District Alliance Women shall convene at a district event or District Conference to consider essential matters of business.

Section 3. Meetings of the District Leadership Team or District Executive Team. The District Leadership Team or District Executive Team shall meet as needed at the request of the director or the District Superintendent.

VII. FINANCE

Section 1. Reimbursement of Expenses. The work of the District Leadership Team shall be considered a service to Christ and the Church. Expenses related to this ministry shall be reimbursed.

Section 2. Ministry Fund. The funding of the District Alliance Women Ministries ministry fund shall be determined by the District leadership Team, with the approval of the District Superintendent, and shall be designated in the District Alliance Women Ministries operating procedures

Section 3. Projects. District Alliance Women Ministries are expected to support the projects established by the National Alliance Women Ministries. All other district-wide appeals for funds shall be approved by the District Superintendent.

VIII. AMENDMENTS

These policies may be amended by the vice president for Church Ministries with the approval of the Board of Directors of The Christian and Missionary Alliance.

IX. OPERATING PROCEDURES

Operating procedures not in conflict with these policies may be adopted at any regular meeting of District Alliance Women Ministries by a two-thirds vote of the members present. Proposed operating procedures shall be submitted to the Executive Committee of the district for approval.

X. AREA ALLIANCE WOMEN MINISTRIES

Any district using the Area structure shall use the District policies with the following adaptation:

- a. The Area Alliance Women Ministries shall have an Area Leadership Team or representative as determined in Article V, Section 2, or as appointed by the District Leadership Team. This Team shall meet for the purpose of considering items of business and programs pertinent to the development of the ministries of Area Alliance Women Ministries.

ALLIANCE WOMEN MINISTRIES
LOCAL POLICIES
(BOD 10/07)

I. NAME

This auxiliary ministry of the _____ church shall be known as Alliance Women Ministries of The Christian and Missionary Alliance.

II. PURPOSE

As an auxiliary ministry of The Christian and Missionary Alliance, Alliance Women Ministries exists to be a movement of Great Commission Christian Women who are glorifying God by building Christ's Church worldwide.

III. OBJECTIVES

The objectives of Alliance Women Ministries shall be:

1. *Fellowship*—To encourage a sense of community among women through the building of healthy relationships/friendships by the transforming power of Christ.
2. *Discipleship*—To encourage the study of God's Word and to inspire women to follow Christ through the empowerment of the Holy Spirit.
3. *Outreach*—To equip women to share God's love and the message of the Gospel with family, friends and neighbors.
4. *Missions*—To involve women in the world-wide ministries of the C&MA through intercession, short term missions, the support of overseas workers and their families, and an annual project that services specified needs in various countries.
5. *Prayer*—To encourage corporate and individual worship and intercession for local, national, and worldwide ministries.

IV. RELATIONSHIP

Alliance Women Ministries is part of the National, District, and Area (where applicable) Alliance Women Ministries and shall include those who are participants in Alliance Women Ministries in the local churches of the Christian and Missionary Alliance. It is an auxiliary ministry of the local church and is amenable to the pastor and governance authority of the church.

V. STRUCTURE

Section 1. Leadership Teams/Coordinators.

- a. **Leadership Team.** This ministry shall have a Director (elected, appointed, or hired in accordance with the local church constitution and operating procedures) and a support

team to fulfill the objectives of Alliance Women Ministries. The Director shall serve as ex-officio of all standing and special committees.

- b. **Ministry Coordinators.** Each Local Alliance Women may have coordinators to oversee various ministries that clearly fulfill the objectives of Alliance Women Ministries.
- c. **Term of Office.** With the exception of a hired director, the terms of office shall be no more than six consecutive years total for director and any leadership team member.

Section 2. Relationship to National/District Alliance Women Ministries.

- a. Opportunities to participate in Alliance Women Ministries (AWM) projects and ministries shall be provided by the National and District Leadership Teams.
- b. Each local church auxiliary ministry shall submit an annual report of its ministries and activities to the Alliance Women Ministries District Director.

Section 3. Records.

- a. The official records of all Team Members are the property of local Alliance Women Ministries. All financial records shall be audited annually or at a time designated by the pastor and/or the governance authority of the church.
- b. In the event of the death or resignation of the incumbent, or upon the election/appointment of her successor, the current records necessary for fulfilling the obligations of the team member's position shall be passed on to the newly elected/appointed team member.

VI. MEETINGS

Section 1. Meetings of Alliance Women Ministries. Alliance Women Ministries is encouraged to meet regularly to accomplish its objectives. Such meetings shall be the responsibility of the Director and her leadership team with the approval of the pastor. Any business pertinent to the organization may be conducted on these occasions.

Section 2. Meetings of the Local Leadership Team. The Local leadership team shall meet as needed at the request of the director or the pastor.

VII. FINANCE

Section 1. Team Members. The ministry of the local leadership team shall be considered a service to Christ and the Church and shall be without financial remuneration beyond expenses incurred. The exception to this model would be if the director is a paid staff member of the church.

Section 2. Ministry Fund. The funding of the local Alliance Women Ministries ministry fund shall be determined by the local leadership team with the approval of the governance authority of the church, and shall be designated in the local Alliance Women Ministries operating procedures.

Section 3. National Expense Fund. Each local Alliance Women Ministries shall be requested to make an annual monetary contribution to the National Alliance Women Operating Expense Fund to provide for the ministry functions of the National Executive Team.

Section 4. District Expenses. Each local Alliance Women Ministries shall be requested to make monetary contributions to the expense fund of the District AWM Leadership/Executive Team, to the funds used for district overseas workers, and to any other approved district projects.

Section 5. Projects. Local Alliance Women Ministries are requested to support the projects established by the National Alliance Women Ministries. Other church-wide appeals for funds shall be approved by the governance authority of the church.

VIII. AMENDMENTS

These policies may be amended by the vice president for Church Ministries with the approval of the Board of Directors of The Christian and Missionary Alliance.

IX. OPERATING PROCEDURES

Operating Procedures not in conflict with these policies may be adopted at a meeting of local Alliance Women Ministries by a two-thirds vote of the members present. Proposed operating procedures shall be submitted to the governance authority of the church for approval before being adopted.

