*“YOUR CHURCH NAME”*

*BYLAWS*

Updated January 25, 2018

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“Your Church Name”

Address

City, State Zip Code

Phone Number

Your State

Corporation Number: XXXXXXXX

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# ARTICLE I

**Name and Purpose**

**Section 1. Name and Purpose**

The name of this corporation shall be the “Your Church Name”. It is located at “church address,” “City,” “State,” “Zip Code.” It is a non-denominational, non-profit, religious corporation. This is a Christian church. This Corporation is organized for exclusively religious purposes of making of disciples, who are followers of Jesus Christ, through the teaching of the Bible, the Word of God (Matt. 28:18-20).

**Section 2. Dissolution**

Upon termination or dissolution of “Your Church Name”, any assets lawfully available for distribution shall be distributed to one or more qualifying organizations described in Section 501 (c) (3) of the Internal Revenue Code of 1986, including any corresponding provision of successor statute, which have a Christian religious purpose similar to the terminating or dissolving corporation. The benefitting organization shall be in full agreement with the Statement of Faith found in Article III.

**ARTICLE II**

**Statement of Faith**

**Section 1. Scriptures -** We teach that the scriptures, the 66 books of the Old and New Testaments are the inspired Word of God, without error in the original writings. They are accurate, reliable, and faithful in everything they address. We believe the Bible is our absolute authority in all to which it speaks. We teach the literal, grammatical-historical interpretation of Scripture (2 Tim. 3:16-17; Matt. 5:18).

**Section 2. The Godhead -** We teach that there is only one God, infinite, eternally existing in three persons, the Trinity, Father, Son, and Holy Spirit, who are identical in essence, substance, equal in power and glory, equal and perfect in every divine attribute. (Deut. 6:4; Isa. 6:3; Isa. 48:16; Matt. 3:16-17; Matt. 28:19-20; Acts. 5:3-4).

**Section 3. The Father -** We teach that God the Father is the Creator and master planner of all things (Gen. 1:1-31; Eph. 3:9). He is the only absolute and omnipotent Ruler in the universe. He is neither the author nor approver of sin (Habakkuk 1:13; John 8:38-47).

**Section 4. Jesus Christ -** We teach that Jesus Christ is completely God and completely man in every sense (Rom. 1:2-4; Phil. 2:5-7; 1 John 4:2-3). He existed prior to being conceived (see John 1:15 and compare Luke 1:57-59 with Luke 2:6-7), in the virgin Mary by the Holy Spirit (Matt.1:25). He lived a sinless life (2 Cor. 5:21; Heb. 4:15). The scriptures accurately describe His life, His death on the cross, which provided a sacrifice for our sins, His bodily resurrection from the dead, and His ascension into heaven, where He now sits at the right hand of God the Father. He is now our High Priest and Advocate (Acts 7:56; 1 Cor. 15:1-4; Col. 3:1; Heb. 7:25).

**Section 5, Holy Spirit -** We teach that the Holy Spirit is completely God. He is not a force but a person who possesses intellect (1 Cor. 2:10-13), emotions (Eph. 4:30), and will (1 Cor. 12:11). We teach that the ministry of the Holy Spirit is to glorify the Lord Jesus Christ (John 15:26), and during this age, to convict men of sin (John 16:7-11), to regenerate the believing sinner (Titus 3:5), and to guide, to instruct and to empower the believer for godly living and service (1 Cor. 2:11-14; Gal. 5:16; Eph. 3:16; 5:18).

**Section 6. Humanity -** We teach that humanity, male and female, was created in the image of God but sinned by disobedience (Gen. 1:26; 2:22-25; 3:1-21). Not only is every person a sinner, but also every person sins proving that they are sinners (Rom. 3:23; 5:12; James 1:12-15). Therefore, they are completely lost, being totally spiritually dead (Gal. 3:2; James 2:10). Only through faith in Jesus Christ can a person be forgiven of his or her sins (John 3:16; Col. 1:13-14).

**Section 7**. **Marriage -** We teach that God has clearly taught in the Word of God that marriage is between one male and one female. In Genesis 2:18-25 God created one male and female and in verses 23-24 clearly said that they, the first male and female were to be joined together. In Genesis 1:27-28 God stated that the male and female were to be fruitful, multiple and fill the earth. Two males or two females cannot accomplish satisfy God’s command. Further, the Word of God expressly prohibits the marriage between males with males and females with females calling such an act an abomination (Lev.18:22) and detestable (Lev. 20:13). Romans 1:26-27 calls homosexual and lesbian activity indecent acts. Consequently, God intended for marriage to occur between only one male and one female. Therefore, we recognize that the only legitimate sexual relationship is between a man and a woman within marriage.

**Section 8. Salvation -** We teach that only those who believe they are sinners, repentant and receive Jesus Christ as Savior and Lord will be saved (Rom. 3:10; 10:8-9; 2 Cor. 7:10). Such persons are called believers. Believers are born spiritually of the Holy Spirit and thus become children of God (John 1:12, 3:5) and children of light (Eph. 5:8). Salvation is sovereignly and freely given by God’s grace through the gift of faith in Jesus Christ (Acts 13:48; Eph. 1:4; 2:8-9). A person is eternally saved and is saved only once (John 6:37; Heb. 6:4-6; 1 Pet. 1:5). Jesus Christ is the only means of salvation (Acts 4:12). That is, there is no other God by which a man can be saved.

**Section 9. The Church -** We teach that the true Church is composed of all persons who believe in Jesus Christ. (1Cor. 12:13) We teach that Jesus Christ is the Lord and Head of the Church and that every local church has the right to govern its own affairs (Eph. 5:23-24). We teach that church leadership should be a plurality of spiritually qualified males called Elders, who are supported by Deacons (Acts 6:1-6; Phil. 1:1; 1 Tim. 3:1-12). We teach that all believers in a local church are also subject to the Elders in spiritual matters (1 Thess. 5:12-13; 1 Tim. 5:17; Heb. 13:7, 17; 1 Pet. 5:1-6). The ordinances of the local church are believers' baptism by immersion and the Lord's Supper (Acts 2:38; Rom. 6:3; 1 Cor. 11:23-30).

**Section 10. The Future -** We teach the premillennial and imminent, personal coming of our Lord Jesus Christ to establish His earthly kingdom (Matt. 24:15-21, 30-31; Acts 1:6-7; Rev. 19:11-20:4). The second coming of the Lord Jesus will occur at the close of the tribulation period (Rev. 19:11-21) which occurs prior to the literal, earthly 1,000 year kingdom (Rev. 20:1-4). We believe in the bodily resurrection of the dead (Rev. 20:4-5, 11-15). The believer in Jesus Christ will go to everlasting blessedness and joy with the Lord in a new heaven and new earth (Rev. 21:1-2). The unbeliever will be judged and sent to an everlasting, literal, conscious punishment (Matt. 25:46; Rev. 20:11-15).

**ARTICLE III**

**Affiliation**

This church shall not be affiliated with any denomination. It shall be independent, self-governed, and its own highest authority under God.

**ARTICLE IV**

**Corporation Membership**

**Section 1. Corporate Members**

The Corporation shall have no members. Any action which would otherwise require

approval by a majority of all members shall only require approval of the Board of Elders.

All rights which would otherwise vest in the members shall vest in the Board of Elders.

**Section 2. Members of the Fellowship**

Nothing contained in Section 1 of this Article shall be construed to limit the right of the

Corporation to refer to persons associated with the Corporation as “members” even

though such persons are not corporate members, and no such reference in or outside of

these Bylaws shall constitute anyone being a member.

**ARTICLE V**

**Church Membership**

**Section 1. Purpose of the Fellowship**

The congregation of Christian believers who have applied for church membership and have been duly accepted shall constitute a spiritual body, united for the spiritual purposes set forth in Article I of these Bylaws.

**Section 2. Active Membership**

Active membership in the “Your Church Name” shall be open to all persons who confess Jesus Christ as their Lord and Savior and who have been baptized.

**Section 3. Voting Privileges**

Membership in this church shall not vest in any member any proprietary rights in the

Corporation, but shall only entitle the member to vote at a meeting of the members on those matters that the Board of Elders chooses to submit to the church membership for affirmation. In such cases, voting privileges are restricted to members who are in good standing, who are not under any disciplinary action, and who have passed their sixteenth

(16) birthday. Membership shall not be assignable inter vivos by any member nor shall membership vest to any personal representative, heir, or devisee.

**Section 4. Applications for Membership**

All requests for membership shall be made to a Pastor, Elder, or Deacon. Upon making

such a request, the person shall be given an application for membership, along with a

copy of the Bylaws which includes the Statement of Faith. A Pastor, Elder, or Deacon shall meet with the applicant following receipt of the application. Each applicant shall assent to the Statement of Faith, subscribe to the Bylaws, and shall testify publicly of their faith in Jesus Christ at a meeting of at least two or more Elders. Any questions about or disagreements with the Statement of Faith or Bylaws must be indicated on the membership application. The Board of Elders will evaluate these questions or disagreements to determine whether the request for membership will be approved.

**Section 5. Denial of Membership**

If, upon review of an application for membership or after meeting with a prospective

member, the Board of Elders determines that the applicant does not confess Jesus Christ as his or her Lord and Savior, or that there is a lack of evidence of a godly lifestyle, membership shall be denied. The decision made by the Board of Elders shall be final and there shall be no appeal to any court from that decision.

**Section 6. Admission of Applicants**

Applicants admitted to membership shall, if possible, present themselves at a worship

service designated by the Pastor-Teacher and the Board of Elders, at which service such applicants shall publicly affirm their membership commitment and be publicly acknowledged as members.

**Section 7. Responsibilities of Members**

Members shall seek to exercise their spiritual gifts for the mutual benefit of all the church

body and shall submit to the loving rule of the Elders. Every member shall faithfully involve themselves in the following in order to grow spiritually: confession of sins, prayer, Bible studies, corporate worship and fellowship with the saints of the church.

**Section 8. Church Discipline**

**a. Purpose**

The goal of church discipline is the rescue of a fellow believer from sin and a restoration to a biblical standard of doctrine and conduct (Gal. 6:1-2), to maintain purity within the body of Christ (1 Cor. 5:6), and to deter others from sin (1 Tim. 5:20). Persons who err in doctrine or conduct shall be subject to dismissal according to Matthew 18:15-18.

Church discipline shall be pursued with love and gentleness. Galatians 6:1 says “Brothers, if someone is caught in a sin, you who are spiritual should restore him gently. But watch yourself, or you also may be tempted.” Church discipline should be pursued with humility and great concern for the one trapped in sin.

**b. Process**

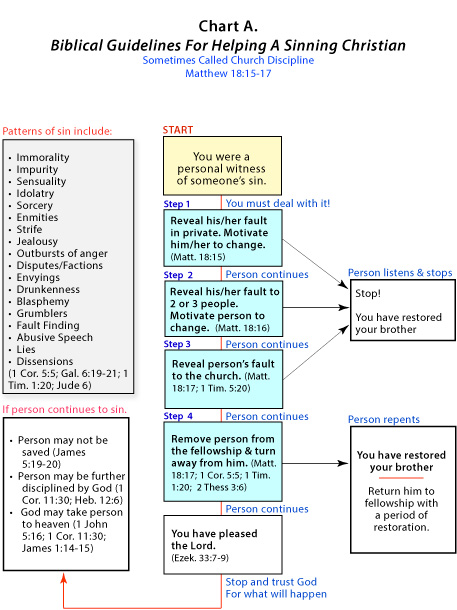
Church discipline shall be followed as illustrated in Chart A.

**c. Termination of Fellowship**

Church discipline shall not be terminated once the process has started irrespective of attendance, voluntary resignation or request of withdrawal of membership. Any person who has been attending the church shall be informed that they are no longer allowed to attend the church if the final step of church discipline has been taken.

**Section 9. Procedure for Rescinding Membership**

Those who have been admitted to church membership may rescind their membership upon written notice to the elders. However, no church member may rescind their membership if the Board of Elders have started church discipline as described in this Section 8 of this article.

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**ARTICLE VI**

**CHURCH GOVERNMENT**

**1. Congregation**

The members of the church shall recommend men as potential Elders per Article XI, Section 2. The members of the church shall dismiss and call the Pastor-Teacher, approve acquisitions or sales of real property, and approve any other items the Board of Elders may bring to the congregation. All other decisions are the exclusive responsibility of the Board of Elders.

**2. Elders**

The church shall be governed by godly men called Elders.

The Board of Elders may select Deacons and Deaconesses according to Acts 6:1-5 and I Timothy 3:8-13. The Deacons and Deaconesses shall be spiritually mature men and women of faith who, through their ministry of service, make it possible for the Elders to devote their attention to the ministry of the Word and prayer. The Deacons and Deaconesses shall support the Board of Elders. The Deacons and Deaconesses shall have no vested authority to make any decisions.

**ARTICLE VII**

**FISCAL YEAR**

The Fiscal Year shall be January 1 – December 31. The annual meeting shall be held sometime during the month of January.

**ARTICLE VIII**

**PROPERTY**

The church shall have power to buy, own and sell real property in its own name. If the church ceases to function and the organization is dissolved, the property shall be disposed of and the proceeds distributed to theologically likeminded local Christian ministries as stipulated in the Articles of Incorporation.

**ARTICLE IX**

**BUSINESS MEETINGS**

**1. Regular Business Meetings**

The annual Business Meeting shall be held in January. The Board of Elders shall determine the time and place, and notice shall be given according to 4, hereunder.

**2. Special Business Meetings**

The Board of Elders for any reason with regards to church business may call special business meetings at any time.

**3. Notice of Business Meetings**

All business meetings shall be by announcement in two regularly scheduled services, at least one of which is on a Sunday or by written notice to the congregation and announcement in one regularly scheduled Sunday service.

**ARTICLE X**

**BOARD OF ELDERS**

**1. Qualifications**

The Elders shall be mature, godly men who manifest the qualifications stipulated by the Scriptures (I Timothy 3:1-7; Titus 1:5-9; 1 Pet. 5:1-3). By virtue of their office, they shall be ex-officio members of all ministry teams. Every elder shall be a member of the church.

**2. Selection**

It is the Holy Spirit who must select men for leadership (Acts 20:28). Only He knows the hearts and motives of men. His choices, however, must be expressed through human agency. The following process will be used: Selection will be made solely on the basis of biblical qualifications. The Board of Elders will recommend potential Elders to the congregation for approval. See Article XI for more details.

**3. Number of Elders**

The number of men serving as Elders shall be determined by the Board of Elders.

**4. Term of Service**

Each Elder shall serve a one year term. There shall be no limit to the number of years an Elder may serve, if he serves well and does not biblically disqualify himself.

**5. Evaluation and Discipline**

Each year, the Board of Elders shall corporately evaluate themselves. Continuance of each Elder shall be by unanimous approval of all of the Elders, except for the Elder under consideration. However, the Pastor-Teacher can only be dismissed by the congregation (see Article XII, Section 5). The Board of Elders shall also be self-disciplining according to Matthew 18:15-20; II Thessalonians 3:14, 15; I Timothy 5:19, 20. Any decision regarding Church Discipline of an Elder (see Article V, Section 8) shall be by a unanimous decision of the remaining Board of Elders.

No accusation shall be brought against an Elder except on the witness of two or three members in good standing (I Timothy 5:19-21). The matter shall then be taken to the Board of Elders for investigation and resolution.

**6. Function**

The Board of Elders have the responsibility of the spiritual oversight of the congregation. This involves teaching the Bible to the flock of God, pastoring the flock, refuting error, administering church discipline, assessing the needs of the body and meeting those needs (Acts 20:28; I Peter 5:2,3).

**7. Sole Authoritative on Matters of Faith and Conduct**

The Board of Elders shall be the sole authoritative interpreter of scripture for the church. Consequently, the Board of Elders shall be the final authority on the interpretation of scripture and may issue written and verbal teachings clarifying the meaning of the Word of God. Any dispute from within the corporation or from without regarding the meaning of any portion or all of the Word of God resides with the Board of Elders.

**8. Meetings**

The Board of Elders shall meet as often as is necessary to adequately govern the church. They shall meet with the church body as often as necessary to communicate and interact with the body.

**9. Accountability**

The Board of Elders are directly accountable to the Lord of the Church, Jesus Christ for all their actions. (Hebrews 13:17) They are also accountable to the congregation. Individual Elders are accountable to each other.

**10. Organization**

The Board of Elders shall be self-organizing. That is, the various functions that are the responsibility of the Elders shall be shared. The Board of Elders shall select a chairman and secretary, who will be designated as officers of the corporation in order to satisfy the laws of “your State.” The treasurer can be a non-elder and shall report to the chairman of the Board of Elders or to another Elder as agreed upon by the Board of Elders.

**11. Decision-Making Process**

The Board of Elders shall approach all decisions in prayerful dependence on the Holy Spirit. All decisions with a biblical basis shall be made by unanimity under the guidance of the Holy Spirit. Decisions based on preference, that is, without a biblical basis supporting the decision, shall be made by majority vote. If there is disagreement on an issue and subsequent discussion does not resolve the disagreement, the Board of Elders shall postpone the decision, study more, and pray until they come to full agreement.

**12. Weddings**

Members of the Board of Elders, and any church pastor (employed full-time, part-time or volunteer) shall marry only one male to one female, both of whom are professing Christians.

**ARTICLE XI**

**ELDERS SELECTION PROCESS**

**1. Qualifications**

Elders shall be males who shall be selected according to 1 Timothy 3:1-7; Titus 1:5-9; 1 Pet. 5:1-3. That is, an Elder shall have the following characteristics:

* ***Above Reproach*** - One who cannot be validly accused – 1 Tim. 3:2; Titus 1:7
* ***Husbands of One Wife*** – “A one-woman man. That is, he is totally devoted to his wife. This is not an issue of divorce” – 1 Tim. 3:2
* ***Temperate*** – “Without wine, so to be wise or think clearly” – 1 Tim. 3:2
* ***Prudent* or Sensible**– “Well-disciplined or self-controlled” – 1 Tim. 3:2; Titus 1:8
* ***Respectable*** – “Conduct is orderly, respectable and well-behaved” – 1 Tim. 3:2
* ***Hospitable*** – “Loves strangers” – 1 Tim. 3:2
* ***Able to Teach*** – “Skillful teacher (This does mean that he is able to teach. If so, then this qualification is meaningless since everyone can teach, to some degree.)” – 1 Tim. 3:2
* ***Not Addicted to Wine*** – “Not addicted to wine” - 1 Tim. 3:3; Titus 1:7
* ***Pugnacious*** – Not given to physical violence – 1 Tim. 3:3
* ***Gentle*** – “Gentle or yields his rights” – 1 Tim. 3:3
* ***Not Self-willed*** – “Not arrogant and not self-serving” – Titus 1:7
* ***Peaceable*** – “Not argumentative or given to verbal violence” – 1 Tim. 3:3
* ***Not Quick Tempered*** – “Not quick tempered” – Titus 1:7
* ***Free from The Love of Money*** – “Does not love money” – 1 Tim. 3:3
* ***Not Fond of Sordid Gain*** – “Does not seek wealth dishonestly” – Titus 1:7
* ***Manages His Own Household Well*** – “One who manages his household in an exemplary manner” – 1 Tim. 3:4
* ***Children Under Control with All Dignity*** – “His children obey and respect him and he accomplishes this with personal dignity” – 1 Tim. 3:4
* ***Having Children Who Believe*** – “His children are believers” – Titus 1:6
* ***Children . . . Not Accused of Dissipation or Rebellion****”* – “Children who are in the home are not rebellious or into sinful excess” – Titus 1:6
* ***Not A New Convert*** – “Not a new believer” – 1 Tim. 3:6
* ***Loving What Is Good*** – “A lover of goodness” – Titus 1:8
* ***Just*** – “Law abiding, upright, or honest” – Titus 1:8
* ***Devout*** – “One who is holy” – Titus 1:8
* ***Self-Controlled*** – “Restrained in mind & over fleshly desires” – Titus 1:8
* ***Good Reputation Outside the Church*** – Good reputation outside – 1 Tim. 3:7
* ***Holding Fast the Faithful Word*** – “Faithful to the Word of truth: believes all of it” – Titus 1:9
* ***Able to Exhort in Sound Doctrine*** – “He knows doctrine” – 1 Tim. 3:2
* ***Able to Refute Those Who Contradict*** – “Able to defend the truth: (implies a solid grasp of the Word)” – Titus 1:9

The qualifications of Elders shall be taught on at least one Sunday within ninety (90) days before the Annual Business Meeting.

**2. Congregational Recommendation** – The congregation shall recommend men for the office of Elder. These recommendations shall be based on the criteria stated in Article XI, 1. above. Such recommendations shall require the signature of the one making the recommendation. The recommendations may be submitted not later than November 1 before the Annual Business Meeting in January.

**3. Elder Review & Submittal** – The Board of Elders shall then review the qualifications of the individuals submitted and approve the final list of Elders submitted to the congregation. The Board of Elders may add to and delete from the names of men who shall have been recommended by the congregation for the office of Elder. The Board of Elders may at this time also recommend Deacons and Deaconesses for congregational review. Deacons and Deaconesses shall be selected according to the marks of spiritual maturity given in Acts 6:1-5 and 1 Tim. 3:8-13. That is, deacons and deaconesses shall have the following characteristics:

*Qualifications of Deacons:*

* ***Dignity*** – “Behavior that is fitting and dignified, serious in mid and character” – 1 Tim. 3:8
* ***Double-tongued***– “Not be dishonest, saying one thing to one person and something else to another” – 1 Tim. 3:8
* ***Not Addicted to Much Wine*** – “Not given to heavy drinking and drunkenness” – 1 Tim. 3:8
* ***Fond of Sordid Gain*** – “Free from love of money” – 1 Tim. 3:8
* ***Holding to The Mystery of Faith*** – “Honestly believes all that the Bible teaches” – 1 Tim. 3:9
* ***Tested*** – “They had already been tested and found to be faithful” – 1 Tim. 3:10
* ***Beyond Reproach*** – “One who cannot be validly accused” – 1 Tim. 3:10
* ***Husbands of One Wife*** – “A one-woman man. That is, he is totally devoted to his wife. This is not an issue of divorce” – 1 Tim. 3:12
* ***Good Managers of Their Children and Households*** – “One who manages his children and household well” – 1 Tim. 3:12

*Qualifications of Deaconesses:*

* ***Dignified*** – “Behavior that is fitting and dignified, serious in mid and character” – 1 Tim. 3:11
* ***Not Malicious Gossips*** – “not slanderous or malicious in their speech” – 1 Tim. 3:11
* ***Temperate*** – “Without wine, so to be wise or think clearly” – 1 Tim. 3:11
* ***Faithful in All Things*** – “absolutely trustworthy in every way” – 1 Tim. 3:11

It should be noted that Deacons and Deaconesses do not comprise an official office with vested decision-making authority. They serve strictly at the discretion of the elders. The Pastor-Teacher shall be one of the elders.

**4. Congregational Review** – The names of those men who are recommended for the office of Elder and Deacon, and women for the office of Deaconess shall be posted publicly within the church and provided in the bulletin at least four (4) weeks before the Annual Business Meeting. The active members shall be encouraged to express any concerns about any names recommended. Any concerns shall be considered by the Board of Elders and the individual’s name shall be removed if the individual does not meet the required qualifications of spiritual maturity as stated in Article XII, 1. above.

**5. Final Recommendation & Affirmation** – At the Annual Business Meeting the final list of recommended Elders, Deacons, and Deaconesses shall be submitted for affirmation by the congregation. Since all concerns have already been investigated and resolved, the affirmation is simply a celebration of their selection.

**ARTICLE XII**

**PASTOR-TEACHER**

**1. Qualification**

The Pastor-Teacher shall be a man who believes that Jesus is the Christ, our Savior, our Lord, our King, and our God. He shall have the spiritual gift of pastor-teacher. He shall qualify as an Elder according to standards of I Timothy 3:1-7; Titus 1:5-9; 1 Pet. 5:1-3. He shall be in full agreement with “What We Teach.”

**2. Selection Process**

The calling of a Pastor-Teacher shall occur according to the following steps:

1. **Initial Criteria** – The prospective Pastor-Teacher candidate shall:
   * Be a male.
   * Come from within the congregation by recommendation, or from a highly respected conservative, evangelical seminary.
   * Have demonstrated a pattern of and commitment to teach the Bible verse-by-verse.
   * Conform to the qualifications for Elder as outlined in Article XII, 1.
   * Love Jesus.
   * Believe that God called him to be a pastor-teacher.
   * Be committed to an Elder form of government, where each Elder is a shepherd of the flock.
   * Be committed to making decisions by unanimity as stated in Article X, Section 11 and understand that conflicts are not “roadblocks” but a process the Holy Spirit uses to provide spiritual direction.
2. **Screening** – The following steps shall be taken in the screening process, if the candidate is outside of the congregation:
   * A “Calling Council” shall be established that is composed of the elders. These will be responsible for the execution of the selection process (1 Tim. 5:22).
   * An initial evaluation by the Board of Elders shall reduce the number of candidates to less than ten (10).
   * All references shall be contacted and interviewed regarding each prospective candidate. The interviews shall at least include questions about the candidate’s life, his wife, his children, his style of preaching (verse-by-verse or topical), quality of his preaching, personal weaknesses and strengths, areas in which the candidate needs to spiritually grow, and his doctrinal beliefs.
   * During the interviews with the candidate’s references, the prospective candidate’s conformance to the selection criteria or the marks of spiritual maturity as outlined in Article XI, 1 shall be explored. Questions shall be asked about each individual criterion.
   * Recordings of several candidates’ messages shall be requested and evaluated.
   * List of candidates shall be narrowed to three men who are the final prospective candidates.
3. **Evaluation** – The following steps shall be taken in the evaluation process, if the candidate is from outside of the congregation:
   * Each candidate shall be invited to 1) preach at the church on two, consecutive Sundays mornings and evenings and attend an elders meeting.
   * Each candidate shall also spend several evenings with subsets of the elders.
   * Each candidate shall meet with the congregation during the week. The primary purpose of the meeting shall be devoted to doctrinal questions of the candidate. The elders shall come prepared to ask basic questions and explore contemporary issues. Also, the congregation shall be allowed to ask questions.
   * One or more prospective candidates shall be asked to return and preach two (2) times on John 3:16 and then on 1 Timothy 5:17-21.
4. **Final Selection** – The following steps shall be taken in the selection process, if the candidate is from outside of the congregation:
   * The elders shall make the final selection of one or two prospective pastor-teacher(s).
   * The calling of a Pastor-Teacher may take place at any regularly scheduled business meeting. The Pastor-Teacher must receive two-thirds of the votes cast at such a meeting and shall be called for an indefinite period of time. The Pastor-Teacher shall serve as an Elder as long as he is qualified according to I Timothy 3:1-7; Titus 1:5-9; 1 Pet. 5:1-3. The salary of the Pastor-Teacher will be determined by the elders.

**3. Job Description**

The responsibilities of the pastor-teacher shall include a wide range of activities that shall be subject to the oversight and approval of the other elders. His priority responsibility shall include verse-by-verse, book-by-book teaching of the Word of God. The other responsibilities shall include biblical counseling, conducting communion, baptisms (only church members), weddings (only church members) and a variety of other activities. He shall determine the content of the worship services and function as the church administrator. Compensation shall be determined by the Board of Elders. The pastor-teacher shall not have a vote in the determination of his compensation.

**4. Discipline**

No accusation shall be brought against a Pastor-Teacher, except on the witness of two or three believers (I Timothy 5:19-21). The matter shall then be taken to the Board of Elders for investigation and resolution.

**5. Resignation**

If the Pastor-Teacher desires to resign, one month’s notice shall be given in writing.

**6. Dismissal**

In the event that the congregation desires a Pastor-Teacher’s dismissal, normal compensation shall be continued for three months following his dismissal unless waived by the pastor-teacher’s acceptance of other employment.

**ARTICLE XIII**

**ASSOCIATE PASTORS**

**1. Selection Process**

The calling and dismissal of all associate pastors shall be the process outlined in Article XII, Section 2. The Elders shall oversee this process.

**2. Job Description**

The job description of associate pastors shall be determined by the Board of Elders. All associates pastors shall take their day-to-day directions from the pastor-teacher. Compensation for associate pastors shall be determined by members of the Board of Elders.

**ARTICLE XIV**

**MARRIAGE & WEDDING POLICY**

Consistent with Section 7, Article II of these Bylaws no wedding ceremony shall occur on the premises of “Your Church Name” or be performed by any elder, pastor, other employee of the church or anyone attending the church on or off the premises of the church that unites two males or two females in marriage. The definition of male and female shall be determined by the sexual organs that they had birth. No elder, pastor, other employee of the church or anyone attending the church shall knowingly marry a non-Christian to another non-Christian or Christian.

**ARTICLE XV**

**CONFLICT OF INTEREST POLICY**

No elder may participate in any decision that directly or indirectly benefits him financially personally. That is, if a decision is pending that directly or indirectly benefits the elder personally, he shall be excluded from the discussion and the vote on any such pending decision.

**ARTICLE XVI**

**FACILITY USE POLICY**

Outside organizations shall not be allowed to use the facilities of “Your Church Name”, unless they completely and wholeheartedly agree with all of the provisions of these By-Laws.

**ARTICLE XVII**

**EMPLOYMENT OPPORTUNITIES**

Every employee of the church shall be a man or woman who believes that Jesus is the Christ, our Savior, our Lord, our King, and our God. Every employee shall demonstrate by their lifestyle and conduct that they are Christians (Gal. 5:22-23; Eph. 4:1-6, 17-32; Eph. 5:1-33). No employee of the church shall habitually be guilty of the sins listed in Romans 1:28-32; 1 Cor. 6:9-10 and Gal. 5:19-21. The definition of habitual shall be determined by the Board of Elders and shall apply uniformly to all employees. Employees who are separated from their spouse, in the process of divorcing their spouse, or are divorced from their spouse may be dismissed from employment without notice or other cause required. Any employee convicted of a crime may be dismissed from employment without notice or other cause required. Every employee shall be required to sign a statement affirming that they completely and wholeheartedly agree with the statement of faith in Article II and are willing to abide by the requirements of this article. Employment with the church shall be considered “at will.”

**ARTICLE XVII**

**AMENDMENTS**

The elders shall amend these Bylaws by only a unanimous vote.