

Executive Council Qualifications

General Responsibility

The overarching role of the Executive Council is the care of the “flock” of CHAPELSTREET CHURCH by caring for the congregation as a whole. An Executive Council member has fiduciary responsibility (holds in trust) for, must subscribe to and, support the Vision, Mission and Purpose of Chapelstreet Church in accordance with the church’s Affirmation of Faith, its Bylaws and its Guiding Principles. A member must share in the development of the church and its ministries and participate in the implementation of its vision and mission. A member must exercise unbiased judgment in the conduct of the affairs of the church in order to achieve the purpose for which the church is organized and must exercise fiduciary responsibility in promoting the mission of the church and in fulfilling the requirements outlined in its Bylaws. The Executive Council serves as CHAPELSTREET CHURCH’s Board of Directors and function as a corporate, policy making board, delegating operations to the Senior Pastor. The Executive Council has ultimate responsibility and legal authority for all of the affairs of the church.

Characteristics of Executive Council Members (1 Timothy 3:2-12 and Titus 1:6-9)

- **Above reproach** – Executive Council members must lead by example and demonstrate a lifestyle free of patterns of sin.
- **A devoted spouse** – Executive Council members, if married, must be a devoted spouse.
- **Temperate** – Executive Council members must be self controlled, enslaved to nothing, free from excesses.
- **Prudent** – Executive Council members must be sober, sensible, wise, balanced in judgment, not given to quick, superficial decisions based on immature thinking.
- **Respectable** – Executive Council members must demonstrate a well ordered life and honorable behavior.
- **Hospitable** – Executive Council members must be unselfish with personal resources; willing to share blessings with others.
- **Able to teach** – Executive Council members must be able to communicate truth and sound doctrine in a non-argumentative way.
- **Not addicted to wine** – Executive Council members must be free from addictions and willing to limit their liberty for the sake of others.
- **Not pugnacious or quick-tempered** – Executive Council members must be gentle, patient, and able to exercise self-control in difficult situations.
- **Uncontentious** – Executive Council members must not be given to quarreling or selfish argumentation
- **Free from the love of money** – Executive Council members must not be stingy, greedy, or out for sordid gain, or preoccupied with amassing material things
- **Manage own household** – Executive Council members must have a well-ordered household and a healthy family life
- **Not a new convert – not a new believer** – Executive Council members must not be new believers. They must have been a Christian long enough to demonstrate the reality of their conversion and depth of spirituality
- **Good reputation with outsiders** – Executive Council members must be well respected by unbelievers and free from hypocrisy
- **Not self willed** – Executive Council members must not be stubborn, prone to force opinions on others or abuse authority. They must be servants.
- **Loving what is good** – Executive Council members must desire the will of God in every decision.
- **Just** – Executive Council members must desire to be fair and impartial. Their judgments must be based on scriptural principles.
- **Devout** – Executive Council members must be devoted Christ followers seeking to be conformed to His image. They must be committed to prayer, worship, the study of Scripture, and the guarding of their walk.

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- **Holding fast the faithful Word** – Executive Council members must be stable in the faith, obedient to the Word of God, continually seeking to be controlled by the Holy Spirit.

Essential Spiritual Gifts for Executive Council members:

The following two spiritual gifts are considered foundational gifts for those who serve as Executive Council members, however, the presence of other gifts such as discernment, administration, encouragement, mercy, etc., greatly enhance Executive Council member's functioning.

Leadership: The gift of leadership is the divine enablement to envision the future of the church coupled with a humble heart to serve others. Scripture references are: Genesis 12:1, Isaiah 43:18-19, Matthew 7:7, Matthew 20:25-28, Luke 22:27, John 10:3-4, 11, I Corinthians 2:9-13, James 1:5. People with this gift:

- Are servants by nature; eager to see the church prevail in the world.
- Demonstrate spiritual foresight that anticipates the work of God.
- Allow Scripture and prayer to inform their decision making process.
- Impart vision to others using clear communication.
- Can assess significant past events and their potential for impact on the present and future.
- Are able to think creatively and apply ideas and concepts in new ways.
- Desire accountability in fulfilling their responsibilities and meeting the needs of those they serve.

Wisdom: The gift of wisdom is the divine enablement to apply spiritual truth effectively to meet a need in a specific situation. Scripture references are: 1 Corinthians 12:8, James 3:13-18, 1 Corinthians 2:3-14, and Jeremiah 9:23-24. People with this gift:

- Focus on the unseen consequences in determining the next steps to take.
- Receive an understanding of what is necessary to meet the needs of the body.
- Provide divinely guided or given solutions in the midst of conflict and confusion.
- Hear the Spirit provide direction for God's best in a given situation.
- Apply spiritual truth in specific and practical ways.

Specific Responsibilities of the Executive Council and its Members:

1. Establish the vision, mission and basic values of the church
2. Join the senior pastor in planning for the future of the church
3. Understand the basic operation of the church and its ministries to assure that an appropriate strategic plan reflecting God's leading is developed, updated and articulated; approve the strategic plan and assure that the church moves toward strategies and objective adopted.
4. Recommend the annual budget of the church to the membership for approval at the annual meeting
5. Ensure that the church maintains proper accounting practices and ensure the appointment of a reputable firm or individual to perform an annual financial review. Ensure that the church has access to adequate legal counsel.
6. Ensure appropriate personnel policies and procedures are in place and ensure that all pastoral and ministry staff hires are carried out in accordance with the Bylaws.

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7. Ensure the development of appropriate policies for the church including conflict of interest policies; assure that they are properly implemented.
8. Assure that the church is operating within the guidelines of any applicable local, state and federal laws and regulations,
9. Supervise, review and coordinate the work and activities of any Executive Council appointed committees, task forces or consultants.
10. Annually recommend three members of the Nominating Committee (in addition to the four proposed by the seated Nominating Committee) to be approved by the membership at the annual meeting. Approve members for Executive Council appointed committees and task forces, for church officer positions and for vacant Executive Council positions between annual meetings (if necessary).
11. Encourage, nurture and pray for the ministries of the church, the Senior Pastor and staff; support them in their decisions.
12. Understand that the Senior Pastor and pastoral staff will manage the operations of the church.
13. Achieve executive accountability by monitoring senior pastor performance
14. Represent the congregation to the staff and the staff to the congregation.
15. Represent the community to the church and the church to the community in a Christ-like, positive and professional manner at all times and in all places.
16. Ensure that the church maintains a biblical focus in all business dealings; to ensure that the highest ethical standards are maintained and honored.
17. Act in a responsible manner in carrying out fiduciary responsibilities; use wisdom in making timely decisions.
18. Individually support the church with his/her own unique gifts with prayer, time, talent and finances
19. Under the teaching and guidance of the senior pastor, the board will continually seek the wisdom and leading of Christ as the Lord of the church. To this end, significant attention will be given to prayer and study of Scripture as a group.
20. Attend EC meetings regularly as scheduled, including committee/task force and special meetings, retreats, etc., as may be required.
21. Maintain strict confidentiality of business conducted and personnel matters when indicated
22. Evaluate and continually improve the governing of the Executive Council

Executive Council Leadership Covenant

1. CONFIDENTIALITY: Issues discussed in the EC stay within the EC until ready to present to the congregation
2. TRUST: We will trust each other to speak our minds and hearts with both truth and grace and will not participate in discussions or decisions where there is a personal conflict of interest.
3. UNITY: Once a decision is rendered by a vote of the EC, all EC members will support that decision publicly.

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4. DILIGENCE: We will make every effort to participate in all scheduled meetings and events, and will prepare for those meetings by reading materials and keeping to the agenda provided by the chair.
5. STEWARDSHIP: We will be personally and financially committed to the ministry of CHAPELSTREET CHURCH in a manner appropriate for spiritual leadership
6. SUPPORT: We will make an effort to become familiar with the major ministry departments of CHAPELSTREET CHURCH - and to attend, on occasion, each of the different worship services
7. COMMITMENT: We will be mutually committed to the existing Vision and Mission statements of CHAPELSTREET CHURCH