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**The policy is developed in terms of section 2.4.1 of the constitution of the AFM of SA (01 October 2000 version) and must be read in conjunction with the above quoted constitution and its appendixes.**

**1. NAME AND PHYSICAL ADDRESS**

The name of the ministry is Emthonjeni ministries.

**1.2 Physical Address**

199246 Umzinyathi Area

INANDA

4310

**2. CONFESSION OF FAITH**

Refer to page 3(preamble) of the constitution of the church of 2012.

**3. VISION**

To lead people to life to fulfilment in Christ Jesus.

1

**4. MISSION**

4.1 The Assembly Prescribes to the Mission of the Apostolic Faith Mission of South Africa in terms of section P.4 (preamble) to the constitution of the church, which reads as follows:

The Mission of the church is:

4.1.1 To glorify God

4.1.2 To proclaim the Kingdom of God by preaching the gospel of Jesus Christ through the power of the Holy Spirit;

4.1.3 To minister to the needs of the total person;

4.1.4 To develop, equip and release believers into ministry;

4.1.5 To extend the influence of the church beyond its boundaries and abroad;

4.1.6 To promote the fellowship of the believers and network ministries.

4.2 Therefore the Mission of the assembly is:

By the development and establishment of inspired leadership and management within dynamic functional structure and action to-

4.2.1 Develop and strengthen a Christ- centered evangelical character and stewardship in the Assembly;

4.2.2 Take care of the Spiritual and temporal needs of the members of the assembly;

4.2.3 Empower the members, individually and corporately, to use their talents and calling in the service of the Church of Jesus Christ and the commit so that people will commit themselves to Jesus and reach their full life-potential.

2.

**5 CORE VALUES PRINCIPLES**

5.1 Respect

5.2 Leadership

5.3 Transparency

5.4 Integrity

5.5 Accountability

**6. LEGAL STATUS**

The ministry is legal persona with perpetual legal succession registered as an approved local Assembly of the Apostolic Faith Mission of South Africa, and governing body as constituted in terms of this policy is its agent. Therefore-

6.1 The assembly is an independent legal persona distinct from the church and/ or its members and/or members of the Assembly;

6.1.1Be entitled to own immovable property, assets and funds distinct from the church or its members of the assembly;

6.1.2 Be capable of acquiring rights, obligations, privileges, powers and liabilities, distinct from the church or its members or the members of the assembly;

6.1.3 Be capable of instituting and/or defending legal action in its own game;

6.1.4 Be capable of conducting legal transactions of whatsoever nature in its own name;

6.1.5 Be capable of acquiring property and dispose of, alienate or encumber its property and to in any way to deal with its property;

6.1.6 Be capable of employing persons in its employ of which employment includes the calling and appointment of a pastor or any other minister as envisaged in the constitution of the church.

6.4 The constitution and Regulations of the church shall be the Constitution and regulations of the assembly.

3.

**7. MEMBERSHIP**

**7.1 Acceptance procedure**

The following procedures shall be followed foe admission as a member of the assembly;

7.1.1 The completion of prescribed membership application form as per appendix 1;

7.1.2 The approval of the application by the Governing by the governing body of the assembly or by the person/s duly authorised there to by a decision of the governing body.

**7.2 Conditions of Membership**

The members of the assembly shall be persons:

7.2.1 Who are born again and have received the believers’ baptism;

7.2.2 Who are recognized members of the assembly at the inception of this policy;

7.2.3 Who adhere to and accept the “confession of Faith” as stipulated herein;

7.2.4 Who accept the doctrinal, ethical and liturgical pronouncements as approved by National Leadership Forum of the church.

**7.3 Obligations/Duties**

It shall be expected of the members of the assembly to:

7.3.1 Submit to the leadership of the presiding pastor and/or Assembly leader as determined by in terms of 2.4.2 of the constitution of the church;

7.3.2 Abide the prescripts of governance as determined by the Governing body of the assembly;

7.3.3 Actively be involved in the fellowship activities of the assembly as determined by the leadership and/or Governing Body of the assembly;

7.3.4 Financially support the work of the Lord in the assembly, e.g. Tithing and offerings;

7.3.5 Actively support the work of the Lord Trough prayer;

7.3.6 Be personal witness and testimony unto the Lord Jesus Christ.

4.

**8. LEADERSHIP**

**8.1 Leader**

In terms of article 2.1.2 of the constitution of the AFM of SA (01.10.2000 version), an assembly can be ministered to by a pastor or an assembly leader as approved by Regional leadership forum.

**8.1.1 Pastor**

8.1.1.1 The Pastor will be called in terms of article 2.4.5 of the constitution of the AFM of SA (01.10.2000) (see appendix-call system).

8.1.1.2 A contract of employment will be negotiated and accepted by both pastor and the executive governing body

**8.1.2 Ministry leader (In the event of absence of a presiding leader)**

8.1.2.1 Will be elected by the assembly during the election year of the church. The chairperson of the region will conduct the election.

**8.1.2.2 Qualifications**

1. Must have been an elder for at least five(5) years;
2. Must qualify in terms of 1Tim 3;
3. Must be a regular tithe giver; and
4. Must be filled with the Holy Ghost

8.1.2.3 Should the position of assembly leader becomes vacant for whatever reason, the vice –chairperson will act as assembly leader until such time that the assembly has elected a new leader on a date determined by the executive Governing Body.

**8.2 Executive/Local Governing Body**

**8.2.1 Qualifications**

All leaders at the various levels of leadership in the church shall be appointed according to the following criteria and the discretion of the pastor/assembly leader or such person as delegated by him/her;

8.2.1.1 Good Standing with the Lord Jesus Christ;

8.2.1.2 Expertise; and

8.2.1.3 Giftedness in particular ministry.

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**8.2.2 Composition**

The Executive Governing Body will consist of the five (5) office- bearers, branch leader and all heads of Chairperson of the department of two divisions which will separately handle their own funds. The office bearers will be appointed by the pastor/assembly leader in consultation with the workers council in terms criteria outlined in 8.2.1.

8.2.3 Number of Members

The number of heads of workers council of the ministries will determine the number of governing body members.

8.2.4Executive governing body strategic position

8.2.4.1 The governing body shall determine the strategic objective of the church and shall monitor the achievement of these objectives from time to time.

8.2.4.2 The strategic objectives shall inform the performance outcomes for each ministry.

**8.2.5 Board of Trustees**

The pastor /assembly leader, vice Chairperson, secretary and treasurer of executives will form the Board of trustees. The executive management is the trustees of the assembly.

**8.2.6 Spiritual council**

The spiritual council shall consist of the Pastor(s)/Assembly leader and all other elders of the assembly.

**8.2.7 Elders**

Elders will be appointed by the pastor/assembly leader, immediate pastor/assembly leader taking the following criteria into consideration:

8.2.7.1 She/he must have been head of ministry for at least three (3) years;

8.2.7.2 She/he must have been serving elder in his/her previous assembly;

8.2.7.3 Must be in good standing with the Lord Jesus Christ; and

8.2.7.4 Comply with the qualification set out in 8.1.2.2.

8.2.7.5 Branch leader must be appointed by a pastor and spiritual council.

**8.2.8 Reservations**

(i) There may not be more than two members of the same family on the Governing body. The Governing body may, however, where a need exists, make an exception by that particular time.

(ii)These reservations will apply to all councils, committees and ministries.

6.

**8.2.9 Vacancies**

Should a member of a committee pass away, move, resign, be disciplined or because of a decision of the governing Body , loose his membership of the governing body, in both cases of office –bearers, cell leaders and heads of ministries , the pastor/assembly leader will appoint an office bearer spiritual council or head of ministry and may consult with the relevant ministry.

**8.2.10 Performance of members**

8.2.10.1 All members will, at the beginning of their term of office, be informed of what is expected of them

8.2.10.2 The executive governing body will from time to time evaluate the performance of its members;

8.2.10.3 The Governing body has the right to reprimand members who do not perform according to the set standards or even ask them to resign should there be no improvement.

**8.2.11 Mandated Positions**

8.2.11.1.1 The Governing Body may mandate the pastor/assembly leader to make certain decisions in the daily operation of the assembly, but he/she shall report to the governing body at the soonest meeting thereafter.

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8.2.11.1.2 Similarly, the governing body may mandate the head of ministry to make certain decision in the daily operation of the ministries, but they shall report to the governing body at the soonest meeting thereafter.

**8.2.12 Code of conduct**

8.2.12.1 **General Conduct**: ( Refer to the membership form) the members shall:

1. Maintain good standing with Lord Jesus;
2. Conduct his/her own as well as church matters with integrity; and
3. Display as many fruit of the spirit as possible.

8.2.12.2 **Discipline:** All members shall subject themselves to the discipline of the pastor/assembly leader and governing body.

8.2.12.3 **Attendance**: It shall be expected from all Governing Body members to be present at all church meetings, governing body meetings and home cells unless otherwise arranged with the pastor/assembly leader.

8.2.12.4 **Confidentiality**: All matters discussed whether during meetings, counselling sessions or other discussion of sensitive nature, must be held in strict confidence.

7.

8.2.13 **Functions/Responsibilities**

8.2.13.1 General management of the assembly;

8.2.13.2 Take management on membership;

(i) Award

(ii) Termination

(iii) Discipline

8.2.13.3 Minister to the assembly’s spiritual and other needs;

8.2.13.4 Fulfil responsibility towards the church structures;

8.2.13.5 Responsible for calling pastors;

8.2.13.6 Manage finances of the assembly according to the financial policy;

8.2.13.7 Take care of the ministries of the assembly.

**9**. **CODE OF CONDUCT AND DESCIPLINE**

See appendix-Administration of Justice

**10. FINANCIAL ADMINISTRATION**

See appendix-financial policy

**11. ACCOUNTABILITY/TRANSPARENCY**

11.1 Accountability

11.1.1 The pastor/ assembly leader reports to the Regional Leadership forum;

11.1.2 Every Governing Body member reports to the pastor/assembly leader; and

11.1.3 Each assembly member is accountable to the Governing body.

11.2 Transparency

11.2.1 All members must have access to the records of the assembly, must sanction such access.

11.2.2 Assembly meeting must e held regularly as shall be determined by the Governing Body.

**12. MINISTRIES**

Ministries include men, children, women, elderly, youth or as shall be identified from time to time.

12.1.1 Each application must be accompanied by a policy and a list of leadership of the ministry.

12.1.2 Some of the aspects that must be covered in the policy are:

1. Area of the ministry-who is to be ministered to?

2. Operation-How are the people going to be ministered to?

3. Impact on assembly-How is the assembly going to be affected by this?

4. Finances- how s the ministry going to be financed?

8.

**12.2 Reporting**

It will be expected of every department to report in writing twice a year to the governing body meeting. The chairperson of the governing body shall take reasonable measures to ensure that reporting requirements are met.

Executive must report once a year, reports by ministry must endorsed by senior.

**12.3 Leader/Head of Ministry**

The leader will appoint the members of executive committee of his/her particular ministry.

All department leaders must be selected by that particular department, the executive governing body must be present.

**13 Staff**

13.1 All staff members will be appointed /remunerated by governing body or in consultation with the Governing Body in the case of ministries.

13.2 The pastor/head of ministry shall determine in consultation with the governing body the conditions of employment of every staff member; and

13.3 All staff members must be issued with the contract of employment and ensure the signature is recorded.

**14. AMMENDMENTS TO THE POLCY**

14.1 The policy can be amended and approved by executive and workers council;

14.2 Proposed amendments must be submitted timeous to the governing body; and

14.3 Amendments will be adopted by a two thirds majority of the governing body.

**15. APPROVAL OF THE ASSEMBLY POLICY**

Approval in terms of section 2.4.1 of the constitution of the Apostolic Faith Mission OF South Africa:

**15.1 Assembly Approval**

It is hereby certified that this policy has been approved by a two thirds majority of the members present at a duly convened meeting of the assembly on at

CHAIRPERSON SECRETARY

DATE DATE

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