

# Nomination Process for Office Bearers

## Guidelines for Qualifications of Nominees

1. Members of the congregation have seen positive qualities in the ones they nominated, and we must take those nominations seriously by giving thoughtful and prayerful consideration to each person nominated.

2. The qualifications for office bearers are listed mostly in 1 Timothy 3. These qualifications must be the standards by which we rule on the appropriateness of a nominee for office. We must judge a person by who they are now, not by who they were or what they did in the past. A summary of qualifications follows:

a. They must show integrity in their relationship to God. Worldly possessions and activities must not take priority over activities and commitments that would strengthen their relationship with the Lord and his church

b. They must show integrity in their relationships with their family. Office bearers must show an eagerness to raise their children (if they have children) in the ways of the Lord. They must be committed to their spouses if they are married, and if they are not, show integrity in their relations to people of the opposite sex.

c. They must show integrity in their personal lives. Self-control in all areas of life is expected.

d. They must be known as people of integrity within the broader community, being respected by Christians and non-Christians alike.

## Meeting Process

In evaluating the nominees, office bearers may not betray confidentiality. If nominee talked to his/her pastor or elder about a life situation that does not meet the above criteria, the pastor or elder may veto the nomination without further discussion.

If a member of council knows something about a nominee that has not been revealed in confidence, the member of council must voice the concern and a vote must be taken to determine if the concern is sufficient to disqualify the nominee from service as an office bearer.

1. Council will review each list name by name – even if name appears on both lists.

2. Pastors or district elder may have name removed for reasons listed above without further discussion.

3. If another council member has a concern about a member's ability to fulfill the duties of the office they must briefly state the reasons. If there is a "second" then this name will go on a list to be reviewed later.

4. If no one raises any concerns the name will stay on the nomination list.

5. Once both lists have been completely reviewed Council will then go over the names where there were some initial concerns. The persons who raised the concerns will be asked if they still wish to discuss this further. If so they will be asked to give some more detail. Other council members will also be given the opportunity to ask questions and to discuss further. Once discussion is complete an approval of 75% of the body will be required to keep the member on the list.

6. Once the nomination list has been completed, the district elder will complete the appropriate form and place it into the nominee's church mailbox.

7. Council's policy is that husband and wife cannot serve as office-bearers on council at the same time. If both husband and wife allow their names to stand, then the first person drawn by lot will serve; the other, if chosen by lot afterwards, will not serve.

8. The district elder will be asked to contact the nominee before our next full Council Meeting when we hope to finalize the list.

### **Resolution – Amendment of council election provision in our church by-law.**

*(Our church by-law provides that our Council members are to be elected by a ballot. Since about 2005, we have been “electing” our Council members by way of drawing lots. The purpose of the Amendments is to bring our practice and our by-law in agreement with each other.)*

#### **Resolution:**

That the process of election set out in the Church’s by-law be replaced by the following procedure:

1. Council will in the regular Sunday church bulletin, invite members to make nominations for the offices of elder and deacon, to replace those whose terms are about to be completed, Members will be allowed not less than 2 weeks to make nominations.
2. After the final date for the submission of nominations, Council will compile and review the list of nominees so as to ensure that the nominees meet its standards of eligibility. At the time of this review, council members will be permitted to nominate additional candidates to those submitted by the membership.
3. After confirming that the nominees agree to ‘stand’ for the office, the list of nominees is reviewed, finalized, and Council will submit that list to the membership of the congregation by way of publication in the regular Sunday church bulletin.

This list will appear in the bulletin for not less than 2 weeks prior to “Affirmation Sunday”, being the date upon which the membership will be asked, by secret ballot, to approve the list of nominees submitted to it by Council. The ballot will bear two spaces after the name of each candidate – “approve” and “not approved” and the members will be asked to indicate their position, with reference to each candidate.

4. The ballots will then be tabulated and all candidates appearing on Council’s list of nominees who receive the approval of at least 75% of the members shall be considered to have been approved by the membership.
5. The selection of Council members will then proceed by way of casting of lots. Not less than one week before this takes place, Council will advise the membership, both orally and by way of announcement in the regular Sunday church bulletin, the date on which the casting of lots will take place.
6. On the date specified, the name of each candidate approved by the membership will be written on a ballot and each ballot will then be placed in a sealed canister.
7. The offices of elder and deacon will be dealt with separately. An elder will draw as many canisters as are necessary to fill the office of elder and a deacon will draw as many canisters as are necessary to fill the office of deacon. After the drawing of the canisters, the names found in the canisters will be announced to the membership.
8. The candidates so selected shall be deemed to have been duly appointed to their respective offices and shall, for the term in office, act as the directors of the corporation.

Their formal installation in their respective offices will take place in the course of a Subsequent Sunday worship service.

### **Resolution – Revision of the numbers of directors.**

*The Corporations Act, which is the legislation governing our Church, requires that the Church have a “fixed” number of directors. A resolution was passed in November 1998 whereby the number of directors (office bearers) was set at 26. The number of directors has actually been 22 for some time. The purpose of this resolution is that our by-law be amended so that the number of directors mentioned is in conformity with our practice.)*

#### **Resolution:**

That the by-law of the Church be amended so as to specify that the Church Council (board of directors) be made up of 22 members, being 9 Deacons and 13 Elders and that each member of council shall be, from the time of his/her appointment and throughout his/her term of office, a member in good standing of the Church.

February 2018  
Updated March 2022