



# **THE CHURCH OF CHRIST – SPIRITUAL MOVEMENT**

## **NATIONAL YOUTH FELLOWSHIP**

### **CONSTITUTION**

**MAY 2010**

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# THE CHURCH OF CHRIST – SPIRITUAL MOVEMENT, NATIONAL YOUTH CONSTITUTION

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## 1. PREAMBLE

We the Youth of the Church of Christ – Spiritual Movement ascertains our rights as contained in the Church’s Constitution and our place in the body of Christ do hereby in the grace of GOD enact this constitution for our governance and guidance as the YOUTH FELLOWSHIP OF THE CHURCH OF CHRIST – SPIRITUAL MOVEMENT.

## 2. NAME

The name of the Association shall be known as THE CHURCH OF CHRIST – SPIRITUAL MOVEMENT, NATIONAL YOUTH FELLOWSHIP.

## 3. SLOGAN

The slogan of the Association shall be known as “SONS OF GOD” and its response shall be “MARCH FORWARD”.

## 4. CHARTER

WHEREAS by the mouth of His Prophet Joel the LORD God did say – *“And it shall come to pass afterward that I will pour out My spirit upon all flesh, and your sons and daughters shall prophesy, your old men shall dream dreams, your young men shall see visions; “And also upon the servants and upon the handmaids in these days will I pour out My spirit.” – Joel 2:28-29*

Now be it known to all men that, we do accept and testify unto the truth the cardinal doctrine and principles of the Holy Scriptures and testify the truth of Christ Birth and crucified for the redemption of man and of His glorious resurrection and ascension to the end that the LORD may be all in all.

## 5. AIMS AND OBJECTIVES OF THE ASSOCIATION

The aims and objectives of the Association shall be:

- a) To propagate the Truth of Christianity as a spiritual Church and to promote the study of religious truth as revealed in the life and character of the LORD JESUS.
- b) The advancement of education among its members.
- c) To devise ways and means to improve the economic life of its members and to direct and intensify their spiritual progress and growth
- d) To provide the platform for members to unearth their talents
- e) To build the capacity of members in areas of leadership

## 6. MEMBERSHIP

The Fellowship is an integration of all youth groups in the Church (now and yet to come). A member Shall;

- a) be a member of the Church
- b) ascribe to the aims and objectives of the Association
- c) officially from fifteen(15) to forty (40) years, however voluntary membership is welcomed for ages above forty (40)
- d) be a member of the Association and other associations in the Church (like, Women Fellowship, Men Fellowship, etc.)
- e) pay his/her dues regularly and honour other commitments, as may be agreed by the Association.

## 7. GENERAL FUNCTIONS

The Association shall perform the following functions:

- a) Embark on Evangelism and campus ministering
- b) Promote capacity building of members through Seminars, Workshops, Conferences etc.
- c) Be the main work force of the Church (Band, Choir, Ushers, Prayer / Evangelical teams etc.)
- d) Shall hold National Conventions in the last week in August every two years.
- e) Shall hold Regional / District Conventions in the last week of August, a year after every National Convention
- f) Execute social functions of Christ orientation.

## 8. ADMINISTRATIVE STRUCTURE OF THE ASSOCIATION

The administrative hierarchy of the Association shall be:

- I. Congress / Convention
- II. The National Executive Committee (NEC)
- III. National Youth Council (NYC)
- IV. Regional Executive Committee (REC)
- V. District Executive Committee (DEC)
- VI. Local Executive Committee (LEC)

## 9. EXECUTIVE POSITIONS

The following shall form the executive block of the Association:

- a) **National Executive Committee** hereinafter referred to as NEC. NEC shall be made up of:
  - i. Youth Superintendent
  - ii. General Secretary
  - iii. Assistant General Secretary
  - iv. Financial Secretary
  - v. Treasurer
  - vi. Organizer
  - vii. Ladies Commissioner
  - viii. National Choir Coordinator
  - ix. National Band Coordinator
  - x. National Campus Evangelism Coordinator
  - xi. Assistant National Organizer (National Protocol Coordinator)
- b) **National Youth Council** (NYC)  
The NYC shall comprise of:
  - i. All members of NEC
  - ii. All Regional Youth Coordinators
- c) **Regional Executive Committee** hereinafter referred to as REC. REC shall be made up of:
  - i. Regional Youth Fellowships Coordinator
  - ii. Regional Secretary
  - iii. Financial Secretary
  - iv. Treasurer
  - v. Organizer
  - vi. Regional Ladies Commissioner
  - vii. Regional Choir Coordinator

- viii. Regional Band Coordinator
  - ix. Regional Campus Evangelism Coordinator
  - x. Assistant Regional Organizer (Regional Protocol Coordinator)
- d) **District Executive Committee** hereinafter referred to as DEC. DEC shall be made up of:
- i. District Youth Fellowships Coordinator
  - ii. District Secretary
  - iii. Financial Secretary
  - iv. Treasurer
  - v. Organizer
  - vi. District Ladies Commissioner
  - vii. District Choir Coordinator
  - viii. District Band Coordinator
  - ix. District Campus Evangelism Coordinator
  - x. Assistant District Organizer (District Protocol Coordinator)
- e) **Local Executive Committee** hereinafter referred to as LEC. LEC shall be made up of:
- i. Local Youth Fellowships Coordinator
  - ii. Local Secretary
  - iii. Financial Secretary
  - iv. Treasurer
  - v. Organizer
  - vi. Local Ladies Commissioner
  - vii. Local Choir Coordinator
  - viii. Local Band Coordinator
  - ix. Local Campus Evangelism Coordinator
  - x. Assistant Local Organizer (Local Protocol Coordinator)

## 10. MINIMUM QUALIFICATIONS OF ALL OFFICERS OF THE CHURCH

The minimum qualifications herein listed were adopted from the Church's Administrative and Financial Rules. Any officer or executive as mentioned above must satisfy the minimum qualifications outlined below and as stated in 1 Timothy 3:1-13; Titus 1:5-16; 1 John 3:19; 1 Peter 5:1-5 and James 3:1-6:

- a) Must not be recent convert but one that can handle and defend the truth of our LORD and savior Jesus Christ and the tenets of the Church.
- b) Must be full of the Holy Ghost. Must have been baptized in the Holy Spirit with the evidence of speaking in tongues and the other signs following the believer. Mark 16:14-17; Acts 19:1-6; Acts 10:44-46; Acts 2:2-4; Acts 6:2-6.
- c) Must have passion for soul winning and discipling with evidence.
- d) Must be of sound mind with physical health and capacity to work.
- e) Must be above reproach, the husband of one wife and wife of one husband (if married).
- f) Must not be a fornicator or adulterer.
- g) Must manage his or her own family well and see to it that his/her children have good character in society and obey him/her with proper respect.
- h) Must be temperate, not quick-tempered, self-controlled, respectable, hospitable and able to bridle his/her tongue.
- i) Must be able to teach the Word of God and hold onto the deep truths of the faith practicing what he/she teaches.

- j) Must not be violent, but gentle, not quarrelsome.
- k) Must not be covetous or controlled by monetary gain, not pursuing dishonest gain, not a liar, swindler or a thief but sincere.
- l) Must not be an idler but working with his/her hands in a way that the output are encouraging to members making him/her a role model.
- m) Must not be a drunkard or given to much drinking.
- n) Must have a good reputation with outsiders so that he/she will not fall into disgrace and into the devil's trap.
- o) Must not be yoked with unbelievers or a contrary spirit or anti-Christ spirit.
- p) Spouses of officers (who are married) must be people of respect, not malicious talkers, not given to quarrelling but temperate and trustworthy in everything.
- q) Should receive recognition and approval from the Spiritual Council of the Church.
- r) Should have been a committed member for three (3) years and conversant with the Constitution and doctrines of the Church.

## 11. FUNCTIONS OF NATIONAL OFFICERS

- i. **National Executive Committee (NEC)** shall,
  - be the highest administrative body of the Association
  - set agenda for the Association
  - meet at least three times in a year to deliberate on issues concerning the Association
- a. **The Youth Superintendent**
  - He/she shall,
    - I. be the spokesperson of the Association on all official matters.
    - II. chair all meetings of the Association
    - III. delegate duties to other Executive or any member of the Association to represent him or her on matters concerning the Association which he/she cannot be present physically
    - IV. Represent the Fellowship at the Spiritual Council.
- b. **The General Secretary**
  - He/she shall,
    - I. Be a Deacon or an Elder
    - II. Act in the absence of the Superintendent.
    - III. Be a signatory to the Association's account
    - IV. concern himself/herself with all correspondence of the Association
    - V. convey meetings in consultation with the Superintendent

- VI. be the chairman of the National Publication Committee
- VII. Shall receive and collate all regional reports, including that of all sub-units of the Fellowship for records and submission to the Church's Secretariat
- VIII. Shall take minutes of National meetings, and compile reports on National Youth activities.

**c. Assistant General Secretary**

He/she shall:

- I. Act in the absence of the General Secretary
- II. Assists the General Secretary to discharge all his or her duties
- III. Keep records of attendance during meetings, workshops and congress
- IV. Be the Chief Editor for all publications of the Association
- V. Be the Public Relation Officer (in the absence of the General Secretary) for the Association

**d. Financial Secretary**

He/she shall:

- I. Keep records of all financial transactions of the Association
- II. Be a signatory to the Association's account
- III. In consultation with the Executive prepare the Association's budget and present it for approval by Council.
- IV. Submit annual financial reports to the Executive for onward submission to congress
- V. Be the Chairman to the Finance Committee

**e. Treasurer**

He/she shall:

- I. Keep the valuables of the Association
- II. Under the authorization of the Superintendent, be the paying officer of the association
- III. Keep a reasonable impress as may be agreed upon by NEC
- IV. Be a signatory to the Association's account
- V. Be a member of the Financial Committee

**f. Organizer**

He/she shall:

- I. Be the chairman of the Organizing Committee
- II. Co-ordinate activities of the Association
- III. Be a member of the Financial Committee
- IV. Be in charge of logistics and facilities during Youth programmes.

**g. Women's Commissioner**

She shall:

- I. Be a coordinator of women of the Association
- II. Be a member of the Organizing Committee
- III. Be in charge of female welfare of the Association during programmes
- IV. Supervise all female groups of the Association.

**h. National Choir Coordinator**

He / she shall:

- I. Be the head of all choral groups (including singling Bands) in the Church
- II. Meet with regional Choir coordinators to draw programmes for the Choir ministry
- III. Be the spokesperson of the Choir Ministry at National Youth Executive or Council meetings
- IV. In collaboration with national Choir executives, submit reports and budgets to the NEC for consideration.
- V. Assist the National Youth Organizer to discharge his / her duties effectively before, during and after National Youth programmes (where the Choir shall be involved)

**i. National Band Coordinator**

He / she shall:

- I. Be the head of all musical groups in the Church, except Choral and Singing Band Groups.
- II. Meet with Regional Band coordinators to plan training programmes for the group
- III. Assist National Youth Organizer to perform his/her duty before, during and after National Youth programmes (where the Band shall be involved)
- IV. In collaboration with Regional band coordinators, submit reports and budget to the NEC for consideration.
- V. Be the spokesperson of the Church Band at National Youth Executive or Council meetings.

**j. National Campus Evangelism Coordinator**

He / she shall:

- I. Be the head of the Campus Evangelism Ministry
- II. Collaborate with Regional Campus Coordinators to plan and execute Campus Evangelism
- III. In collaboration with Regional Campus Coordinators, submit reports and budget to the NEC for Consideration.
- IV. Be the spokesperson of the Church's Campus Ministry Coordinators at NEC and NYC meetings.
- V. Shall strategize with Regional Campus Coordinators and Evangelists of the Church to promote effective evangelism at Schools or Institutions within each region in Ghana.

**ii. National Youth Council (NYC). NYC shall consist of:**

- i. NEC
- ii. Regional Youth Coordinators
- iii. National Executives of: Choir, Campus Evangelism Group and all other Youth wing that may be formed.

**Functions of NYC**

- I. The council shall be chaired by the Superintendent or the General Secretary (in the absence of the Superintendent)
- II. Shall approve the Association's programmes and budgets
- III. Shall meet at least twice a year
- IV. At any meeting, two-thirds of council members present shall form a quorum
- V. Decisions at meetings of the council shall be by simple majority vote. In case of a tie, the chairman (Superintendent) would exercise a casting vote.



VI. The Superintendent may call an emergency meeting

- vii. Any two members shall call an emergency meeting dully signed by at least ten council members from five regions as the case may be, and forwarded to the secretary to convey the meeting.
- viii. Shall determine date, time and venue for National Conventions.

## 12. ELECTIONS

- a.
  - (i) There shall be an Electoral Commission of five
  - (ii) The Commission shall be appointed by Council subject to approval by congress
  - (iii) Shall supervise the election of NEC and any other election deemed necessary
  - (iv) The Commission stand dissolved at the end of National Congress
  
- b. **Congress**
  - (i) Congress shall comprise of National Youth Conventions
  - (ii) Shall be the highest decision body of the Association
  - (iii) Shall elect NEC members
  - (iv) All constitutional matters shall be referred to Congress for approval and adoption
  - (v) Shall consist of NEC, NYC, All Regional, District and Local Executives.
  - (vi) In an election year, all Regions shall meet at least two months to congress to hold their elections. At least one NEC member shall be invited by the region as an observer, during regional elections/ congress.
  
- c. **Election of Officers**
  - (i) The Youth Superintendent shall be appointed by the Spiritual Council of the Church.
  - (ii) All National officers shall be elected at congress
  - (iii) The General Secretary position shall be contested by a Deacon, Deaconess or an Elder
  - (iv) A member can contest any other office
  - (v) A member is eligible for election, upon recommendation by his/her Regional Leader, supported by ten(10) members from at least five Assemblies in the Region
  - (vi) In the case of a Secretary, he/she must be proficient in the English language
  - (vii) In the case of a Financial Secretary, he/she must have at least a good Senior High Certificate or its equivalent in accounting
  - (viii) A member stand elected by a simple majority of vote cast
  
- d. **Tenure of Office**
  - (i) All youth executive positions shall have a tenure of four (4) years, subject to re-election for a second term
  - (ii) After two-term tenure, any elected officer forfeits his / her position but shall be eligible for election in another capacity.
  - (iii) No member shall hold a Regional and National office simultaneously

- (iv) A member who intends to resign his/her office shall write to NEC giving a thirty (30) day notice of that intension, and council would have to meet and take action on the letter.
- (v) Should there be the need to impeach any officer, the complainant must write to the immediate executives (Local, District, Regional or National) with the signature of at least two Youth members who support the idea **with evidence**. The immediate executives shall investigate and report to their next in command for appropriate action to be taken (i.e. impeachment of victim and appointment of an acting officer).
- (vi) Local and District Youth Executives do not have the power to impeach an officer. Regional Executives shall have the power to impeach Local and District officers, after careful investigation with true evidence, and informing National Executives by letter. Regional and National Executives shall be impeached by National Executives, after thorough investigation carried out with true evidence.
- (vii) In all circumstances, the youth Officer tagged for impeachment shall have the right of hearing and appealing at all levels of decision making. The Committee setup on the matter shall have the right to reject an impeachment, based on the Bible, National Administrative and Financial Rules and this Constitution.

### 13. COMMITTEES OF THE ASSOCIATION

The following committees shall perform specific functions of the Association.

- a. Financial / Project Committee
  - b. Organizing Committee
  - c. Welfare Committee
  - d. Bible Study & Evangelism Committee
  - e. Publication Committee
- a. Functions of the Financial/Project Committee:**
- i) The Committee shall comprise of The Financial Secretary, Treasurer, Organizer and two unofficial members.
  - ii) The Financial Secretary shall be the chairman of the Committee.
  - iii) Shall prepare a budget subject for approval by council
  - iv) Shall present project proposals to council for approval
  - v) Shall propose financial quotas for the regions, subject to approval by Council, to support the running of National programmes and activities.
- b. Functions of the Organizing Committee:**
- i) The Committee shall comprise of the Organizer, Women's Commissioner, National Choir, Band and Campus Evangelism Coordinators two unofficial members.
  - ii) The Organizer shall be the Chairman of the committee
  - iii) Shall collaborate with local organizing committees to see to effective management if National Conventions
  - iv) Shall see to the co-ordination of any other programme of the Association
- c. Functions of the Welfare Committee:**  
Shall,

- i) comprise of the Treasurer, Women's Commissioner and three unofficial members
- ii) meet to elect their chairman
- iii) meet to plan for the social and economic wellbeing of members of the Association, subject to approval by Council.

**d. Functions of the Bible Study & Evangelism Committee:**

Shall,

- i) comprise of the General Secretary, National Campus Evangelism Coordinator, Financial Secretary and Bible Study representatives from each region.
- ii) meet to design a Bible Study syllabus for the Association.
- iii) coordinate the provision of Bible Study materials from local and foreign sources.

**e. Function of the Publication Committee**

- i) Shall comprise of the Secretary, all regional secretaries and an Editor to be appointed by NEC.
- ii) The Secretary shall be the Chairman of the Committee

- iii) Shall publish quarterly News Letter outlining programmes, events and articles of locals, districts and regions.
- iv) Shall develop the Association's Magazine at the end of every year.
- v) Shall design and develop panafelarians for the Association.
- vi) Shall manage the website of the Association.

## 14. FUNCTIONS OF REGIONAL, DISTRICT AND LOCAL EXECUTIVES

The following are the functions of the Regional, District and Local Executives of the Association:

### a. Regional Executives

Regional Executive roles shall be a replica of National Executive at the Regional level, including roles spelt out in the Church's Administrative and Financial Rules.

All programmes relating to evangelism shall be held in collaboration with the Regional Evangelist to avoid duplication of regional evangelical programmes.

### b. District Executives

District Executive roles shall be a replica of Regional Executives at the District level, including roles spelt out in the Church's Administrative and Financial Rules.

All programmes relating to evangelism shall be held in collaboration with the District Evangelist and Regional Youth Executives.

### c. Local Executives

Local Executive roles shall be a replica of District Executive at the Local level, including roles spelt out in the Church's Administrative and Financial Rules.

All programmes relating to evangelism shall be held in collaboration with the Local Evangelist and District Executives.

## APPENDIXES

### Standing Order

Subject to the provisions of this Constitution, the Association may, by standing orders, regulate its own procedure.

#### 1. Motion

- i. A motion shall supersede all proceedings at meetings
- ii. A motion may be tabled, addressed to the Chairman, dated and time well written by the Mover seconded by two members,
- iii. The mover and the seconders shall be called to speak to the motion and two other members shall be invited to speak against the motion
- iv. The motion stand carried if it receives majority votes and otherwise, if it fails to attain majority votes.

#### 2. Procedural Motion

- i. A procedural motion may be tabled to quash an ongoing motion or its decision.
- ii. A procedural motion shall satisfy all provisions in standing order 1 i, ii, iii and iv.

### **3. Point of Order**

- i. A Point of Order may be raised against a member found to deviate from deliberations, issues or motion at the floor of the house
- ii. A Point of Order shall be symbolized by a fist in the palm raised to catch the eye of the chairman.
- iii. The Chairman may upheld or over-rule a point of order.

### **4. Point of Correction**

- i. A Point of correction may be raised against a member found to misinform the house.
- ii. A Point of correction shall be symbolized by two fingers in the palm raised to catch the eye of the chairman.
- iii. The Chairman may allow the correction or rule against it.

### **5. Point of Information**

- i. A Point of Information may be raised by member seeking or giving information from/to the house.

- ii. A Point of Information shall be symbolized by the fore finger in the palm raised to catch the eye of the chairman.
- iii. The Chairman may allow any member who is credible to give information required.

#### **6. Non-member Participation**

- i. The presence or the participation of a person not entitled to be present or to participate in the proceedings of the Association shall not invalidate the proceedings.
- ii. Subject to Standing Order 6i, such a person shall not have voting rights at the meeting.
- iii. Any member who wishes to be present must communicate his/her intention to the Secretary at least two weeks before meeting time and receive Superintendential approval.

#### **7. Adjournment**

- i. A meeting stands adjourned when moved by a member and seconded by two other members.
- ii. The Chairman may uphold an adjournment so moved based on voice vote.

#### **8. Miscellaneous**

The Association may by two-thirds (2/3) majority of council or congress adopt any standing order deemed for the smooth running of its proceedings.