

# ADMINISTRATIVE COUNCIL AND CONFERENCE STAFF

---

*These Programs and Goals have been established to give direction to the Commission, the Local Church, Pastors and Laity in our ministry together for our Lord Jesus Christ.*

## ADMINISTRATIVE COUNCIL AND CONFERENCE STAFF

### GENERAL PROGRAM

#### A. THE ADMINISTRATIVE COUNCIL

##### I. THE PURPOSE

1. The Biblical Foundation, Acts 6:3 and 20:28 (NKJV):  
"Therefore, brethren, seek out from among you seven men of good reputation, full of the Holy Spirit and wisdom, whom we may appoint over this business;" "Therefore, take heed to yourselves and to the flock among which the Holy Spirit has made you overseers, to shepherd the Church of God which He purchased with His own blood."
2. The Statement of Purpose:  
Be the governing body to oversee, review, project and correlate the total program of the Allegheny Region Conference.

##### II. THE EXPECTATIONS OF ADMINISTRATIVE COUNCIL MEMBERS

###### Priority #1 - Lead with Integrity

Give attention to personal spiritual growth; be a person who has honest principles and is above reproach with regard to matters of business, finance, etc.

###### Priority #2 - Lead with Faith

There will be times when the members of the Administrative Council will be required to risk. They must not be afraid to move forward, taking bold steps in order to communicate vision and faith to the Conference.

###### Priority #3 - Lead with a Sense of Mission

The Administrative Council is committed to making more and better disciples through healthy church growth. This is to be done with a proactive stance, with members supporting financially, and publicly modeling leadership skills. This means that members have a passion for souls, and a desire to communicate this sense of mission to the Conference.

###### Priority #4 - Lead by Making New Leaders

The members of the Administrative Council will strive to effectively communicate the mission and vision of the church, discipling new leaders. These members will be available to communicate this vision and mission with the rest of the Conference. Therefore, the make-up of the Administrative Council should be kept before the entire Conference.

###### Priority #5 - Lead by Effective Management

Members shall attend the meetings of Administrative Council, making the necessary corporate decisions to carry on the mission of the church.

**NOTE:** Servant leadership is the key to persons serving on the Administrative Council. All of the priorities include the word "lead". Looking for servant leaders, who have the ability to influence others.

##### III. THE PROGRAM GOALS OF THE ADMINISTRATIVE COUNCIL

1. Oversee and govern the overall operations of the Conference.
2. Review, direct and evaluate the work of the Director, Commissions and etc.
3. Evaluate programs and activities to better carry out the Vision and Purpose of the Conference.
4. Communicate decisions of the Administrative Council to the churches.

5. Meeting expenses to be paid for members of all Commissions:

## **B. THE DIRECTOR AND ASSOCIATE**

### **I. THE PURPOSE**

1. The Biblical Foundation, I Timothy, 3:1 (NKJV)  
"This is a faithful saying: If a man desires the position of an overseer, he desires a good work."
2. The Statement of Purpose:  
Administer the overall operations of the Conference, and develop and/or promote programs and ministries to help the advancement of the Kingdom of God by making more and better disciples and servant leaders.

### **II. THE PROGRAM GOALS OF THE DIRECTOR AND ASSOCIATE**

1. Encourage all the pastors, laity and churches to be a TEAM making a difference for God.  
TEAM: Together Everyone Achieves More
2. Encourage the TEAM (Pastors, laity and churches) to make more and better disciples.
3. Be a pastor to pastors (Please keep the Director/Associate informed when a pastor or family member is in need of a pastor.)
4. Communicate the vision and ministries of the General Conference and Allegheny Region Conference.
5. Be in contact with churches that are without a pastor.
6. Be available to churches to assist in the evaluation of their ministries and to lead training events.
7. Visit churches for worship services, etc.
8. Speak for worship services when there is opportunity.
9. Provide a monthly newsletter electronically to all subscribers containing Conference and Church events, services and meetings, prayer concerns, etc.
10. Be available to conduct Church Renewal and Growth Clinics in local churches.
11. Work with the Commissions and help them to carry out their responsibilities.
12. Director will oversee work of the Associate who will in turn keep the Director well informed of his activities. Both will report to Administrative Council of their ministry activities.