**Template for Charter for a MMSC Covenanted Ministry**

**Revision Date 10/16/2015**

**Ministry Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Purpose of the Ministry:** To provide support, guide, and direction for the communication activities and policies of Missouri Mid-South Conference in print and electronic arenas.

**Membership Composition:**

Option 1

This Covenanted Ministry will be composed of \_\_\_\_\_\_\_\_\_ members at least (\_\_\_\_\_\_) of whom hold membership in churches in good standing in an Association of the Conference. The Covenanted Ministry will be appointed by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (name of Standing Ministry) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, vetted by the Leadership Development Team, and approved by vote of the Conference Council. The Covenanted Ministry will include individuals with expertise in \_\_\_\_\_\_\_\_\_\_\_\_\_ or arrange for consultation from individuals with this expertise.

Option 2

This Covenanted Ministry will be composed of at least two members who hold membership in churches in good standing in an Association of the Conference. The Covenanted Ministry will be appointed by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (name of Standing Ministry) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, vetted by the Leadership Development Team, and approved by vote of the Conference Council. The Covenanted Ministry may comprise additional individuals that can be co-opted from time to time.

**Term of Office for Members:** Covenanted Ministry members may serve two (2) consecutive terms of three (3) years each, and may be re-nominated for additional terms one (1) year after the completion of their second (2nd) term. Leadership of the Covenanted Ministry will consist of a Chair, a Vice Chair, and a Secretary elected annually from its membership. Each officer may serve as such for no more than three (3) consecutive one (1) year terms in the office to which they were first elected.

**Responsibilities:** The Covenanted Ministry, working with the Conference Council, and its other Covenanted

Ministries, will \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Accountability:** The Ministry will be accountable to the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Standing Committee; will forward minutes of meetings to the Standing Committee within one month of the meeting. The minutes of meetings will include the list of attendees; location, date and time; as well as key decisions taken. The Ministry will prepare a written report for the Conference Annual Gathering, and will provide additional reports as requested by the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Standing Committee.

**Staff Support:** The \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ will provide administrative support.

 (A position on MMSC staff).

**Budget:** A minimum $1,500 will be budgeted on an annual basis to perform the mission of this Ministry. Annual budget requests are to be presented to the sponsoring Standing Committee for approval.

Approved by Executive Committee on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Approved by Conference Council on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_