



Guidelines Document Staff And Volunteers

The following One Heart, One Mind document provides guidelines to be followed by the Staff and Volunteers

Last Updated: 5 August 2011

1 Corinthians 1:10

Now I plead with you, brethren, by the name of our Lord Jesus Christ, that you all speak the same thing, and that there be no divisions among you, but that you be perfectly joined together in the same mind and in the same judgment

Ephesians 4:3

'..endeavouring to keep the unity of the Spirit in the bond of peace.'

The Leadership at All Peoples Church, Bangalore has laid out the following mandatory requirement of its Staff and Volunteers who serve in the church and its ministries.

Our objective in these mandatory requirements is to establish standards – so that we as a ministry team will always, at all times, (A) walk in unity and (B) communicate the same message to the congregation and to the world.

We address four main areas that we require our staff and volunteers to give attention to (A)Personal life example (B)Respect for church community (C)Respect for delegated leaders (D)Right attitudes.

While these may seem small and trivial matters, we must maintain a common standard that we all adhere to. Not doing so causes us to tend to pull in different directions and send a discordant message to the church congregation and to the world.

A, PERSONAL LIFE EXAMPLE

While we know that none of us are perfect, we must all constantly work on developing godly character, growing in godliness and maintaining a godly life example.

Personal spiritual life

- We require each staff and volunteer to take responsibility for their own personal walk with God, their personal spiritual growth and development through the personal disciplines of Bible reading, prayer, Christian fellowship and witnessing.
- Two situations that we must avoid (a) replacing personal spiritual growth with time spent on christian ministry activity and (b) measuring spiritual well-being by results seen in ministry. Many times God works “in-spite of” us and not “because of” us. So we cannot measure our personal walk with God entirely by what happens in ministry.



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Code of conduct at church services/APC Events

- We require regular attendance at Sunday church services unless there are legitimate reasons (e.g. sick, on travel). Please keep your Team Leader and/or APC Pastoral team informed.
- At church services and church events (Elevates, seminars, camps, etc.) we require you to be seated inside the venue participating in the worship and paying attention to the Word being preached, etc., unless there is a specific task that has been assigned to you which necessitates you to be outside the venue.
- We require you to be punctual.
- We require all APC staff and volunteers to carry their Bibles to church events, preferably in printed form.

- We require you to be dressed appropriately with modesty. [Please see <http://www.ucg.org/christian-living/modest-example-what-your-clothes-say-about-you/>]

Read the attached annexure at the end of this hand out

- At APC our way of greeting between opposite genders is limited to a handshake. We require that our staff and volunteers maintain this way of greeting and be sensitive to the cultural backgrounds of those present at the service/event.
- No alcohol. No Smoking.
- Worship Team: The members of the Worship Team involved in leading worship must be seated in the front row during the service in which they are leading worship.

Agreement with Statement of Faith and teaching

- We require our staff and volunteers to maintain agreement with APC's statement of faith and all that is taught and preached from the pulpit.
- If you disagree with APC's statement of faith or with the teaching/preaching from the pulpit, you are requested to discuss these issues directly with APC's pastoral team for clarification. It is considered inappropriate to make derogatory statements, loose remarks regarding the teaching/preaching from the pulpit.

B, RESPECT FOR CHURCH COMMUNITY

- We require all APC staff and volunteers to refrain from listening to or participating in any form of gossip of believers at church and from promoting division and disunity through their words or actions. This includes gossiping, back-biting, story-telling about the pastoral team or members of the congregation.
- We require all APC staff and volunteers to refrain from distributing flyers/promotional materials at church services and events. Distribution of marketing/promotional flyers/brochures of personal business, ministry, or other services/products is not allowed without prior approval from the pastoral team.



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- We require all APC staff and volunteers to refrain from using their role at APC to solicit/promote personal ministry agendas, or private business ventures, etc.
 - We require that all APC staff and volunteers to avoid borrowing money from members in the church congregation.

C, RESPECTING DELEGATED LEADERS

- At APC we have a strong sense of delegating ministry leadership to people we consider faithful and able. APC’s leadership supports the leaders they have appointed 100%. We require that all APC staff and volunteers respect leaders who have been delegated with specific roles, responsibilities and authority in their ministry areas. This includes submitting to their leadership, working in cooperation with them, not speaking ill of them, and not demeaning them in any way by word or action. We believe in the Matthew 10:40 principle of leadership.
- If any APC staff or volunteer has an issue or problem with any one of APC’s delegated leaders, the individual must discuss this problem directly with APC pastoral team. The individual must not engage in spreading ill-feeling, gossiping, back-biting or demeaning the individual leader in any way.

D, ATTITUDES AS A VOLUNTEER

- Our attitude matters. As staff and volunteers, we must see the opportunity given to us to serve at APC as a privilege and an honour – and not something we are entitled to, regardless of our skills, talents or capabilities.
- We are not doing the church or the pastors a favour through our service. We are doing what we are doing completely as unto the Lord, for His pleasure and for His glory.
- We require all APC staff and volunteers to maintain a heart of humility, submission to the leadership, and sincerity in seeking to glorify God alone.

The Leadership at APC considers these small matters serious enough, that a recurrent breach of any of these mandatory requirements will have us relieve the concerned individual from their role and responsibility as staff or volunteer at All Peoples Church.

If you are unwilling to follow these mandatory requirements, you are requested to please notify your immediate Team Leader or the APC Pastoral team so that you can be graciously relieved of your current role and responsibility (as staff or volunteer) at APC.

We require all Staff and Volunteers to complete the section below and return it to the church office.

.....**please tear and return the completed section below**.....



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YOUR COMMITMENT TO APC'S ONE HEART, ONE MIND MANDATE

I have read and understood APC's One Heart, One Mind mandate as described by the requirements in this document. I agree to adhere by these standards as part of the ministry team at APC. I understand that the opportunity to serve at APC (either as Staff or as a Volunteer) is a God-given privilege and I will treat it with highest honour. I will give the best that I can, to serve God's people faithfully, with a pure heart, with sincerity and for God's glory.

Name:

Signature:

Church Location: North | South | Central | East | West
(Please circle)

Volunteering area/ministry:

Date:

ANNEXURE

A Modest Example: What Your Clothes Say About You!
article by Amanda Stiver

What are some practical steps you can take to achieve an attractive but modest personal style?

"Your dresses should be tight enough to show you're a woman and loose enough to show you're a lady."

This great quote is attributed to Edith Head, top costume designer for both Paramount and Universal movie studios during the 20th century. Hundreds of films benefited from her creativity. Her statement here describes a way of dressing that can be summarized as "classy" or "tasteful." And it illustrates the fact that modesty is not a uniform or a one-size-fits-all proposition.

Modesty, in terms of decent attire, involves following guidelines. These allow us to wear clothes that express our personal style and taste but that still properly cover us, are gender appropriate and are respectful of those who see us on a daily basis.

Let me pare this down into some effective exercises you and I can regularly use to achieve our own personal, modest style.



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1. Ponder modesty

What are some of the elements of modesty? Modesty is a way of practicing outgoing love toward others. A woman who covers her body appropriately is showing regard for her male acquaintances by not tempting them to lust. Likewise, a man who wears clothes that fit well but are not too tight helps his female acquaintances avoid impurity of thought.

What is modest on one person may not be modest on another. A dress that falls below the knee for a short woman can for a taller woman be too short, and therefore immodest. Thus, modesty is also an ability to discern appropriateness of personal style.

Modesty can also depend on the situation. Stretchy exercise shorts and a sleeveless top, while appropriate for freedom of movement and temperature comfort in a fitness class, are inappropriate for church services. In the Bible the priests at the temple of God in Jerusalem had special clothes to wear as part of worship services. This and other factors have led to the conclusion that we should maintain a high standard of dress in worship services today. That typically means wearing the best semiformal clothes we have available.

We need to be mindful that how we dress and carry ourselves will be connected to the message we represent as members of the Church of God. If we dress immodestly but talk about purity, we are guilty of a double standard!

2. Dress like . . . a work of art?

The ultimate master artist of all time is the Eternal Creator God. Under the direction of God the Father, Jesus Christ, long before He became human, made the entire physical universe and the spirit realm.

God shared some of His creative ability with us. Regarding the artisan Bezalel, who would construct the tabernacle of God in the wilderness, God stated, "I have filled him with the Spirit of God, in wisdom, in understanding, in knowledge, and in all manner of workmanship, to design artistic works" (*Exodus:31:3-4*, emphasis added). While this was a special case, all of us have been given certain talents.

So how do we employ whatever measure of artistic gifts we have to the way we dress ourselves and to modesty?

If you sew, apply those skills to adapt clothes that need a bit more coverage here or there. If you don't, ask someone who does to help you. And try to learn more about how things are made. Buying well-made clothes that are not overly trendy is a wise investment.



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3. A matter of inches, not feet: the mirror test

Finally, take a few minutes once you are dressed for the day to stand in front of the mirror. Don't get me wrong, I'm not encouraging vanity! The mirror is your best tool to see what others will see when they look at you. Are you modest? Will you be disrespecting others and yourself if you go outside this way? Do you represent yourself, and your God, well?

Ladies, a few things to check:

- Is your chest area covered? Be cautious about cleavage. If needed, adapt a garment with a small swatch of fabric to make it modest.
- Are you showing midriff? Are your shorts too short? Is your skirt lingering far above the knee? If so, choose something longer. Likewise, if you have a nice skirt that is long enough while standing but rides up too high when you sit down, then carry a scarf or some other draping item with you to place over your legs while you are seated.
- Cover your shoulders or wear sleeveless tops with a wider strap as a means of showing respect at church services. Carry that scarf or a sweater with you for this purpose—besides, even on hot days overly air-conditioned buildings can be freezing!
- Check the fit of your sweaters, shirts, skirts, dresses and trousers—are they close fitting or skintight? Skintight clothes can be much too revealing. Stay in the middle range of fitted, semi-fitted and loose-fitted clothes.
- Do your clothes fit in general? If you have a bit of extra weight, don't try to squeeze into too small a size (see the point above). If you've lost weight, take the seams in so that you present yourself well.

For gentlemen:

- Men need to watch the fit of clothes also. Pants and shirts that are far too tight are not appropriate!
- Check for shorts that gape or are too short. And be sure to wear clothes appropriate to the setting.
- On the other end of the spectrum, are trousers too baggy and underwear visible? Does this present a proper image for a follower of Christ? Hitch them up!

For everyone:

- Do your clothes match? Are they clean? Torn? If so, take a few seconds to address the problem.
- *Sit, stand, bend over, squat, turn, dance, walk and jump in front of the mirror.* The coverage of clothes changes as you move. You may discover an angle that will gather the wrong kind of attention and needs to be fixed. Also, analyze how you walk and carry



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yourself. Are you smiling, standing up tall, and do you seem like someone who stands for God's way of life?

These may seem tedious and nitpicky, but we say a lot by the way we dress. It is possible to remain stylish and yet modest, and it's usually just a matter of a few inches of fabric rather than yards of coverage. Modest attire is one of the easiest ways of showing love for fellow human beings by helping them to obey God's commandments and keep their thoughts pure.

Take a stand for good taste, style and God's way of life—set a modest example!

Source: www.ucg.org