

**PREAMBLE**

**We of the Assemblies of God, Ghana, IN EXERCISE of our search for a legal framework which would ensure a peaceful and coherent coexistence in realizing the necessity of God's people living and working together;**

**IN A SPIRIT of friendship and peaceful relationship with other national Assemblies of God churches throughout the world;**

**And in solemn declaration and affirmation of our commitment;**

**To the purpose of carrying out the Great Commission within Ghana and throughout the world;**

**And to teaching and preaching the full Gospel;**

**DO HEREBY ADOPT, ENACT, AND GIVE TO OURSELVES THIS CONSTITUTION AND BYE-LAWS.**

## **ARTICLE 1 – NAME**

The name of the organization shall be Assemblies of God, Ghana, hereafter referred to as the Church.

## **ARTICLE 2 – TERRITORY**

The territory of this church shall be the territory of Ghana as defined by the 1992 Constitution of Ghana, and any other place outside Ghana where the Church may establish a branch permitted by law.

## **ARTICLE 3 – OBJECTIVES**

### **The Church and its Mission**

**WE BELIEVE that the Church is the Body of Christ, the habitation of God through the spirit, with divine appointments for the fulfilment of the great commission. Each believer, born of the Spirit, is an integral part of the General Assembly and Church of the Firstborn, which are written in heaven. Ephesians 1:22, 23; Ephesians 2:22; Hebrews 12:23**

Since God's purpose concerning man is to seek and to save that which is lost, to be worshipped by man, to build a body of believers in the image of His Son, and to demonstrate His love and compassion for the world, the prior reason for being part of the Assemblies of God church is:

- ❖ To be an agency of God for evangelizing the world. Acts 1:8, Mathew 28:19, Mark 16:15, 16
- ❖ To be a corporate body in which man may worship God. 1 Corinthians 12:13

- ❖ To be a channel of God's purpose to build a body of saints being perfected in the image of His Son. Ephesians 4:11-16, 1 Corinthians 12:28, 1 Corinthians 14:12
- ❖ To be people who demonstrate God's love and compassion for the world. Psalms 112:9, Galatians 2:10; 6:10, James 1:27

In furtherance of the above Mission, the church shall pursue the following Objectives:

1. To approve all scriptural teaching, methods and conduct and to disapprove unscriptural methods and conduct.
2. To encourage and promote evangelism.
3. To provide a basis of fellowship among Christians of like faith.
4. To establish and maintain departments and institutions such as Bible Schools, Health, Relief and Development Agencies, Agricultural, Educational and Vocational, Printing Presses, Bookshops and such other bodies as may be necessary for the propagation of the Gospel and the work of the fellowship of the Assemblies of God, Ghana.
5. To have the right to buy, take, accept, lease or otherwise acquire, own, hold in trust, use, convey, mortgage, lease, or otherwise dispose of real and personal property, tangible and intangible of whatsoever kind, to borrow or to invest monies as deemed necessary, and to issue bonds, debentures, and notes of whatsoever kind, and to create trust deeds and mortgages, and to enter into contracts all as may be necessary for the work of the Ministry.
6. To encourage and promote the edification and total well-being of the believers. Luke 2:52.
7. To determine the qualification(s) of Ministers, laity and other workers of the church and to supervise ministerial matters in the Assemblies of God, Ghana.

8. To receive tithes, offerings, donations, gifts and to raise funds by other Biblical and ethical means to be used for the work of the Ministry.
9. To do any such thing(s) that is deemed necessary for furtherance of its Mission.

#### **ARTICLE 4 – RELATIONSHIP WITH OTHER ASSEMBLIES OF GOD ORGANIZATIONS**

The Assemblies of God, Ghana shall maintain:

1. Relations with sister National Assemblies of God Churches throughout the world as will be internationally recognized among Assemblies of God national organizations.
2. Close collaboration with Ghanaian Assemblies of God Churches in other countries.

#### **ARTICLE 5 – PRINCIPLE OF FELLOWSHIP AND GOVERNANCE**

The Assemblies of God, Ghana shall represent as nearly as possible in detail, the body of Christ as described in the New Testament Scriptures, recognizing the principles inherent in the body as also inherent in the fellowship, particularly the principles of unity, co-operation and equality in matters of fellowship and governance.

#### **ARTICLE 6 – STATEMENT OF FUNDAMENTAL TRUTHS**

##### **1. The Scriptures Inspired**

The Scriptures, both Old and New Testaments, are verbally inspired of God and are the revelation of God to man, the infallible, authoritative rule of faith and conduct (2 Timothy 3:15-17; 1 Thessalonians 2:13; 2 Peter 1:21)

## **2. The One True God**

The one true God has revealed himself as the eternally self-existent "I AM," the Creator of heaven and earth and the Redeemer of mankind. He has further revealed himself as embodying the principles of relationship and association as Father, Son, and Holy Spirit (Deuteronomy 6:4; Isaiah 43:10,11; Mathew 28:19; Luke 3:22).

### **The Adorable Godhead**

#### **(a) Terms Defined**

The terms trinity and persons, as related to the godhead, while not found in the Scriptures, are words in harmony with Scripture, whereby we may convey to others our immediate understanding of the doctrine of Christ respecting the Being of God, as distinguished from "gods many and lords many."

We therefore may speak with propriety of the Lord our God, who is One Lord, as a Trinity or as one Being of three persons,, and still be absolutely scriptural (examples, Matthew 28:19; 2 Corinthians 13:14; John 14:16,17).

#### **(b) Distinction and Relationship in the Godhead**

Christ taught a distinction of persons in the godhead which He expressed in specific terms of relationship, as Father, Son, and Holy Spirit, but this distinction and relationship, as to its mode is inscrutable and incomprehensible, because unexplained (Luke 1:35; 1Corinthians 1:24; Matthew 11:25-27; 28:19; 1 Corinthians 13:14; 2 John 1:3,4).

(c) Unity of the One Being of Father, Son, and Holy Spirit

Accordingly, therefore, there is that in the Father which constitutes Him the Father and not the son; there is that in the Son which constitutes Him the Son and not the Father; and there is that in the Holy Spirit which constitutes Him the Holy Spirit and not either the Father or the Son. Wherefore, the Father is the Begetter; the Son is the Begotten; and the Holy Spirit is the one proceeding from the Father and the Son. Therefore, because these three persons in the godhead are in a state of unity, there is but one Lord God Almighty and His name one (John 1:18; 15:26; 17:11, 21; Zechariah 14:9).

(d) Identity and Cooperation in the Godhead

The Father, the Son, and the Holy Spirit are never identical as to person; nor confused as to relation; nor divided in respect to the godhead; nor opposed as to cooperation. The son is in the Father and the Father is in the Son as to relationship. The Son is with the Father and the Father is with the Son, as to fellowship. The Father is not from the son, but the Son is from the Father, as to authority. The Holy Spirit is from the Father and the Son proceeding, as to nature, relationship, cooperation, and authority. Hence, no person in the godhead either exists or works separately or independently of the others (John 5:17-30, 32, 37; 8:17, 18).

(e) The Title, Lord Jesus Christ.

The appellation Lord Jesus Christ is a proper name. It is never applied in the New Testament either to the Father or to the Holy Spirit. It therefore belongs exclusively to the Son of God (Romans 1:1-3, 7; 2 John 3).

(f) The Lord Jesus Christ, God with Us

The Lord Jesus Christ, as to His divine and eternal nature, is the proper and only Begotten of the Father but as to His human nature, He is the proper Son of Man. He is, therefore, acknowledged to be both God and man; who because He is God and man, is “Immanuel,” God with us (Matthew 1:23; 1 John 4:2, 10, 14; Revelation 13: 17).

(g) The Title, Son of God

Since the name Immanuel embraces both God and man, in the one person, our Lord Jesus Christ, it follows that the title Son of God describes His proper deity, and the title Son of Man, His proper Humanity. Therefore, the title Son of God belongs to the order of eternity and the title Son of Man to the order of time (Matthew 1:21-23; 2 John 3; 1 John 3:8; Hebrews 7:3; 1:1-13).

(h) Transgression of the Doctrine of Christ

Wherefore, it is a transgression of the doctrine of Christ to say that Jesus Christ derived the title Son of God solely from the fact of the Incarnation, or because of His relation to the economy of redemption. Therefore, to deny that the father is a real and eternal Father and that the Son is a real and eternal Son, is a denial of the distinction and relationship in the Being of God; a denial of the Father and the Son; and a displacement of the truth that Jesus Christ came in flesh (2 John 9; John 1:1,2, 14,18,29,49; 1 John 2:22,23; 4:1-5; Hebrews 12:2)

i. Exaltation of Jesus Christ as Lord

The Son of God our Lord Jesus Christ, having by himself purged our sins, sat down on the right hand of the Majesty on high, angels and principalities and powers

having been made subject unto Him. And having been made both Lord and Christ, He sent the Holy Spirit that we, in the name of Jesus, might bow our knees and confess that Jesus Christ is Lord to the glory of God the Father until the end, when the Son shall become subject to the Father that God may be all in all (Hebrews 1:3; 1 Peter 3:22; Acts 2:32-36; Romans 14:11; 1 Corinthians 15:24-28).

ii. Equal Honor to the Father and to the Son

Wherefore, since the Father has delivered all judgment unto the Son, it is not only the express duty of all in heaven and on earth to bow the knee, but it is an unspeakable joy in the Holy Spirit to ascribe unto the Son all the attributes of deity, and to give Him all the honor and the glory contained in all the names and titles of the godhead except those which express relationship (see paragraphs b, c, and d), and thus honor the Son even as we honor the Father (John 5:22,23; 1 Peter 1:8; Revelation 5:6-14; Philippians 2:8,9; Revelation 7:9,10 4:8-11).

### **3. The Deity of the Lord Jesus Christ**

The Lord Jesus Christ is the eternal Son of God. The Scriptures declare:

- a. His virgin birth (Matthew 1:23; Luke 1:31, 35).
- b. His sinless life (Hebrews 7:26; 1 Peter 2:22).
- c. His miracles (Acts 2:22; 10:38).
- d. His substitutionary work on the cross (1 Corinthians 15:3; 2 Corinthians 5:21).
- e. His bodily resurrection from the dead (Matthew 28:6; Luke 24:39; 1 Corinthians 15:4).

f. His exaltation to the right hand of God (Acts 1:9, 11; 2:33; Philippians 2:9-11; Hebrews 1:3).

#### **4. The Fall of Man**

Man was created good and upright; for God said, "Let us make man in our image, after our likeness." However, man by voluntary transgression fell and thereby incurred not only physical death but also spiritual death, which is separation from God (Genesis 1:26, 27; 2:17; 3:6; Romans 5:12-19).

#### **5. The Salvation of Man**

Man's only hope of redemption is through the shed blood of Jesus Christ the Son of God.

##### **a. Conditions to Salvation**

Salvation is received through repentance toward God and faith toward the Lord Jesus Christ. By the washing of regeneration and renewing of the Holy Spirit, being justified by grace through faith, man becomes an heir of God according to the hope of eternal life (Luke 24:47; John 3:3; Romans 10:13-15; Ephesians 2:8; Titus 2:11;3:5-7).

##### **b. The Evidences of Salvation**

The inward evidence of salvation is the direct witness of the Spirit (Romans 8:16). The outward evidence to all men is a life of righteousness and true holiness (Ephesians 4:24; Titus 2:12).

#### **6. The Ordinances of the Church**

##### **a. Baptism in Water**

The ordinance of baptism by immersion is commanded in the Scriptures. All who repent and believe in Christ as Saviour and Lord are to be baptized. Thus they declare to the world that they have died with Christ and that they also have been raised with Him to walk in newness of life (Matthew 28:19; Mark 16:16; Acts 10:47, 48; Romans 6:4).

b. Holy Communion

The Lord's Supper, consisting of the elements—bread and the fruit of the vine—is the symbol expressing our share of the divine nature of our Lord Jesus Christ (2 Peter 1:4); and memorial of His suffering and death (1 Corinthians 11:26); and is enjoined on all believers “till He comes!”

## **7. The Baptism in the Holy Spirit**

All believers are entitled to and should ardently expect and earnestly seek the promise of the Father, the baptism in the Holy Spirit and fire, according to the command of our Lord Jesus Christ. This was the normal experience of all in the early Christian church. With it comes the power for life and service, the bestowment of the gifts and their uses in the work of God. All believers are entitled to and should ardently expect and earnestly seek the ministry (Luke 24:49; Acts 1:4, 8; 1 Corinthians 12:1-31). This experience is distinct from and subsequent to the experience of the new birth (Acts 8:12-17; 10:44-46; 11:14-16; 15:7-9). The baptism in the Holy Spirit comes with such experiences as an overflowing fullness of the Spirit (John 7:37-39; Acts 4:8), a deepened reverence for God. Acts 2:43; Hebrews 12:28 an intensified consecration to God and dedication to His work (Acts 2:42), and a more active love for Christ, for His Word, and for the lost (Mark 16:20).

## **8. The Initial Physical Evidence of the Baptism in the Holy Spirit**

The Baptism of believers in the Holy Spirit is witnessed by the initial physical sign of speaking with other tongues as the Spirit of God gives them utterance (Acts 2:4). The speaking in tongues in this instance is the same in essence as the gift of tongues (1 Corinthians 12:4-10, 28), but different in purpose and use.

## **9. Sanctification**

Sanctification is an act of separating from that which is evil, and of dedication unto God (Romans 12:1,2;1 Thessalonians 5:23; Hebrews 13:12). Scriptures teach a life of “holiness without which no man shall see the Lord” (Hebrews 12:14). By the power of the Holy Spirit we are able to obey the command: “Be ye holy, for I am holy” (1 Peter 1:15, 16). Sanctification is realized in the believer by recognizing his identification with Christ in His death and resurrection, and by faith reckoning daily upon the fact of that union, and by offering every faculty continually to the dominion of the Holy Spirit (Romans 6:1-11,13; 8:1,2,13; Galatians 2:20; Philippians 2:12,13, 1 Peter 1:5).

## **10. The Church and Its Mission**

The Church is the body of Christ, the habitation of God through the Spirit, with divine appointments for the fulfilment of her Great Commission. Each believer, born of the Spirit, is an integral part of the General Assembly and church of the Firstborn, which are written in heaven (Ephesians 1:22, 23; 2:22, Hebrews 12:23).

Since God’s purpose concerning man is to seek and to save that which is lost, to be worshiped by man, and to build a body of believers in the image of His Son, the prior reason of being part of the Assemblies of God Church is:

- a. To be an agency of God for evangelizing the world (Acts 1:8; Matthew 28:19, 20; Mark 16:15, 16).
- b. To be a corporate body in which man may worship God (1 Corinthians 12:13).
- c. To be a channel of God's purpose to build a body of saints being perfected in the image of His Son (Ephesians 4:11-16; 1 Corinthians 12:28; 14:12).

The Assemblies of God exists expressly to give continuing emphasis to this reason-for-being in the New Testament Apostolic Pattern by teaching and encouraging believers to be baptized in the Holy Spirit.

- d. To be believers who demonstrate God's love and compassion to the world (Psalm 112:9; Galatians 2:10; 6:10; James 1:27)

This experience:

- i. Enables them to evangelize in the power of the Spirit with accompanying supernatural signs (Mark 16:15-20; Acts 4:29-31; Hebrews 2:3,4).
- ii. Adds a necessary dimension to a worshipful relationship with God (1 Corinthians 2:10-16; 1 Corinthians 12-14).
- iii. Enables them to respond to the full work of the Holy Spirit in expression of fruit and gifts and ministries as in New Testament times for the edifying of the body of Christ and care for the poor and needy of the world. (Galatians 5:22-26; 1 Corinthians 14:12; Ephesians 4:11, 12; 1 Corinthians 12:28; Colossians 1:29).

## **11. The Ministry**

A divine call and scripturally ordained ministry has been provided by our Lord for the threefold purpose of leading the Church in: (1) evangelization of the world (Mark 16:15-20), (2) worship of God (John 4:23, 24), and (3) building a Body of saints being perfected in the image of His son (Ephesians 4:11, 16) and (4) meeting human need with ministries of love and compassion (Psalm 112:9; Galatians 2:10; 6:10, James 1:27)

## **12. Divine Healing**

Divine healing is an integral part of the gospel. Deliverance from sickness is provided for in the Atonement, and is the privilege of all believers (Isaiah 53:4, 5; Matthew 8:16, 17; James 5:14-16).

## **13. The Blessed Hope**

The resurrection of those who have fallen asleep in Christ and their translation together with those who are alive and remain unto the coming of the Lord is the imminent and blessed hope of the Church (1 Thessalonians 4:16, 17; Romans 8:23; Titus 2:13; 1 Corinthians 15:51, 52).

## **14. The Millennial Reign of Christ**

The second coming of Christ includes the rapture of the saints which is our blessed hope, followed by the visible return of Christ with his saints to reign on the earth for one thousand years (Zechariah 14:5; Matthew 24:27, 30; Revelation 1:7;

19:11-14; 20:1-6). This millennial reign will bring the salvation of national Israel (Ezekiel 37:21, 22; Zephaniah 3:19, 20; Romans 11:26, 27) and the establishment of universal peace (Isaiah 11:6-9; Psalm 72:3-8; Micah 4:3, 4).

## **15. The Final Judgment**

There will be a final judgment in which the wicked dead will be raised and judged according to their works. Whosoever is not found written in the Book of Life, together with the devil and his angels, the beast and the false prophet, will be consigned to everlasting punishment in the lake which burns with fire and brimstone, which is the second death (Matthew 25:46; Mark 9:43-48; Revelation 19:20; 20:11-15; 21:8).

## **16. The New Heavens and the New Earth**

“We, according to His promise, look for new heavens and a new earth, wherein dwelleth righteousness” (2 Peter 3:13; Revelation 21, 22).

## **ARTICLE 7 – TRUSTEES**

### **1. Board of Trustees**

There shall be a Board of trustees who shall be registered in accordance with the laws of Ghana under the title, “The registered trustees of the Assemblies of God Ghana”.

### **2. Composition**

The Board of Trustees shall include the following:

- a. All members of the Executive Presbytery.
- b. A legal Adviser appointed by the Executive Presbytery.
- c. The General Superintendent shall be the chairman of the Board of Trustees.

### **3. Qualification of the Legal Adviser**

- a. Shall be a member of the church for at least 10 years
- b. Shall be a practicing lawyer of at least 10 years standing.

- c. Shall be appointed for a term of 4 years and renewable for further term(s) as the EP may deem fit.

#### **4. Functions**

- a. All freehold, leasehold, immovable properties and capital assets of the organization shall vest in the registered trustees.
- b. the trustees shall see to the proper documentation of all capital assets of the organization.
- c. the trustees shall advise the organization on the acquisition, holding, conveyance, or assignment of any immovable property and capital assets of the organization, and shall execute any instrument affecting such properties.
- d. The trustees shall represent the church in all transactions relating to the disposal of any immovable property and capital assets and shall execute all such documents that are necessary to perfect the transaction

#### **5. Official Seal**

- a. The official seal of the Registered trustees shall be kept in the custody of the General superintendent and shall be fixed in accordance to an ordinary resolution of the trustees and the fact of such fixture shall be evidenced by the signature of the General Superintendent and one other member.
- c. the quorum for a meeting of the trustees shall be two-thirds (2/3) of the registered members.

## **ARTICLE 8 – PROPERTIES**

1. All freehold, leasehold, immovable properties and capital assets, including finances and bank accounts of the Church, whether acquired by the local churches, the District, Regional or National offices, shall vest and be registered in the name of the registered trustees of the Assemblies of God, Ghana.
2. All original title deeds shall be kept in the custody of the Headquarters and certified true copies of the original shall be kept at the regional, district, and local church offices.
3. All immovable properties and capital assets, and all other properties, movable or otherwise, belong to the Assemblies of God, Ghana as a corporate body; and accordingly no pastor, member or group of persons shall appropriate or take any such properties and convert same to personal or any other use in the unlikely event of a division or break-up in a church.
4. For the avoidance of doubt, where the Pastor some or all of the members making up a local church decide to break away or secede from the Church, the immovable properties, capital assets and all other properties of the church, movable or otherwise, in the possession of any such pastor or member shall be surrendered forthwith to the registered trustees of the Assemblies of God, Ghana or their representative.
5. Every property of the church shall be properly labelled and or identified with the Assemblies of God, Ghana.
6. Every building and structure of the church shall be identified by a sign board on which it is written “Assemblies of God, Ghana” with the logo of the church embossed on it
7. No property of Assemblies of God, Ghana shall be used for partisan political activities.

8. All properties acquired by the local church, district or region that are not documented in the name of ‘Assemblies of God, Ghana’ but has the name of the local Assemblies of God Church or any other name shall be deemed to be the property of the Assemblies of God, Ghana.

#### **ARTICLE 9 – CORPORATE STRUCTURE**

The Assemblies of God, Ghana shall have the following corporate structure:

- (a) The General Council
- (b) The Regional Council
- (c) The District
- (d) The Local Church

#### **ARTICLE 10 – GENERAL COUNCIL**

1. There shall be a General Council which shall be the highest decision and policy making body of the church

##### **2. Composition**

The membership of the General Council shall consist of

- a. All ordained Ministers who hold valid fellowship certificates with the Assemblies of God, Ghana
- b. All Missionaries approved by the Assemblies of God, Ghana and who hold valid fellowship certificates from foreign sister churches.

- c. All personnel of Para-church organizations approved by the Assemblies of God, Ghana and who hold valid fellowship certificates with the Church.
- d. All national departmental directors
- e. All retired ministers of the church
- f. A voting delegate, who shall be a Laity from each local church or group of churches who holds a letter from that local church or group of churches signed by the Pastor and the Church Secretary identifying him/her as the official delegate.
- g. The General Secretary may admit all ministers who hold valid fellowship certificates with Assemblies of God, Ghana and any other Christian to the meeting without voting rights.

### **3. Functions**

- a. To formulate policies for the Church
- b. To create such Regional Council as may be found necessary.
- c. To exercise general oversight responsibility over the activities of the regions, and
- d. Generally to seek the attainment of the objectives of the Church as spelt out in Article 3 of this Constitution.

### **4. Meetings**

- a. General Council sessions of the Assemblies of God, Ghana shall be held every two years.
- b. There shall be at least three (3) months notice of a General Council session.

- d. Extra-ordinary General Council sessions may be called by two-thirds of the members of the executive Presbytery or at the request of two-thirds of the General Council session.

## **ARTICLE 11 – EXECUTIVE PRESBYTERY**

### **1. Composition**

There shall be an executive Presbytery which shall be composed of the following:

- a. The General Superintendent
- b. The Assistant General Superintendent
- c. The General Secretary
- d. The General Treasurer
- e. All Regional Superintendents

### **2. Functions**

The Executive Presbytery shall:

- a. Be the policy – implementation body of the Church
- b. Exercise general oversight responsibility over the Church
- c. Issue ordination, licentiate, exhorter and tent minister certificates upon Regional Council recommendation.
- d. Appoint all Missionaries of the Church.
- e. Perform such other functions as may be assigned to it by the General Council or this Constitution.

### **3. Meetings**

- a. The Executive Presbytery shall meet twice a year, in May and November respectively
- b. Extra-ordinary meetings may be called at the instance of the General Superintendent as and when necessary.

## **ARTICLE 12 – EXECUTIVE PRESBYTERY OFFICERS**

### **1. Composition**

The Executive Presbytery Officers shall comprise the following:

- a. The General Superintendent
- b. The Assistant General Superintendent
- c. The General Secretary
- d. The General Treasurer

### **2. Functions**

The Executive Presbytery Officers shall:

- a. Be responsible for the day-to-day administration of the Church
- b. Perform such other functions as may be assigned them by the Executive Presbytery from time to time.

## **ARTICLE 13 – GENERAL CONSULTATIVE CONFERENCE**

There shall be a body to be known as the General Consultative Conference

### **1. Composition**

The General Consultative Conference shall comprise the following:

- a. All members of the EP
- b. All former EP Members
- c. All National Departmental Directors
- d. All Chairmen of Assemblies of God, Ghana Agencies and Boards.
- e. All Bible College Principals
- f. A laity selected from each region
- g. The General Superintendent may invite any member of the Church with specific expertise to the meeting.

## **2. Functions**

The functions of the Conference shall be

- a. To deliberate and advise the EP on the annual state of the church report and the vision of the Church as shall be presented by the General Superintendent.
- b. To make recommendations to the EP on strategic issues that will promote growth of the Church.
- c. To make recommendations to the EP on the general administration of the church.

## **3. Meetings**

The Conference shall be held once in a year.

## **ARTICLE 14 – REGIONAL COUNCIL**

### **1. Composition**

The membership of the council shall consist of:

- a. All Ordained Ministers
- b. Licentiates and
- c. Exhorters who hold valid fellowship certificates with the Church
- d. All expatriate Missionaries recognized by the General Council of the Church.
- e. A voting delegate, who shall be a Laity from each local church or group of churches who holds a letter from that local church or group of churches signed by the Pastor and the Church Secretary identifying him/her as the official delegate.
- f. Regional Departmental Directors.

### **2. Functions**

The Regional Council shall:

- a. Be the policy- making body in the region, provided that the policies they make shall not conflict with policies as laid down by the General Council.
- b. Have power to create such districts as may be found necessary except that no District shall have more than fifteen (15) churches.

### **3. Meetings**

- a. The Council shall have annual meetings at a time and place to be determined by the Executive Committee, and all members of the Council shall be notified of the date and venue not later than thirty (30) days to the meeting.
- b. Extraordinary meetings shall be convened at the request of two-thirds of the Council members or Executive Committee members.
- c. All resolutions to be moved at the Regional Council meeting shall be submitted to the Secretary not later than 7 days before the Council meeting.

## **ARTICLE 15 – EXECUTIVE COMMITTEE**

### **1. Composition**

There shall be an Executive Committee in each region which shall comprise of

- a. The Regional Superintendent
- b. The Regional Secretary
- c. The Regional Treasurer
- d. All District Pastors, and
- e. The General Superintendent as an ex-officio member.

### **2. Functions**

The Executive Committee shall:

- a. Be the policy-implementation body of the region

- b. Recommend appointments of ministers to any office or pastorate to the General Superintendent for action; and transfer ministers to any pastorate and report same to the EP for ratification. (Acts 16:6-10)
- c. Exercise general oversight responsibility over all the finances of the Regional Council.
- d. Examine and recommend to the EP the issuance of credentials to Tent Ministers.
- e. To order auditing of local church accounts annually
- f. Supervise the activities in the regions demarcated by the General Council, except such as agreed with the EP.

### **3. Meetings**

- a. Shall meet at least four (4) times a year.
- b. Extraordinary meetings may be convened by the EC officers or at the request of two-thirds of the EC.

## **ARTICLE 16 – EXECUTIVE COMMITTEE OFFICERS**

### **1. Composition**

The Executive Committee Officers shall be:

- a. The Regional Superintendent
- b. The Regional Secretary and
- c. The Regional Treasurer

## **2. Functions**

The EC Officers shall:

- a. Be responsible for the day-to-day administration of the Region
- b. Arrange for the examination and interview of all candidates seeking to advance in the Ministry as required by the EP.

## **ARTICLE 17 – THE DISTRICT**

### **1. Composition**

Membership of the District shall consist of:

- a. All ordained Ministers
- b. Licentiates and
- c. Exhorters, who hold valid fellowship certificates with the Church.
- d. All approved Tent Ministers or Lay Pastors
- e. Assemblies of God Bible College Students
- f. Missionaries recognized by the General Council and working in the district.
- g. All Departmental Representatives and
- h. A voting delegate, who shall be a laity from each local church or group churches carrying a letter from that local or group of churches signed by the Pastor and the Church Secretary identifying him/her as the official delegate.

## **2. Meetings**

The District shall meet four times in a year

## **3. Functions**

- a. Shall be responsible for evangelism, church planting, and nurturing of churches.
- b. Implement policies laid down by the General Council and the Regional Council.
- c. Make such decisions as shall be in consonance with decisions of the General and Regional Councils.

## **ARTICLE 18 – DISTRICT COMMITTEE**

### **1. Composition**

The District Committee shall consist of:

- a. The District Pastor
- b. The Secretary
- c. Treasurer
- d. The Regional Superintendent as an ex-officio member

### **2. Functions**

- a. Implement decisions of the General and Regional Councils, and that of the District.
- b. Have general oversight responsibility over the activities of the District.
- c. Be responsible for the day-to-day administration of the District.

## **ARTICLE 19 – LOCAL CHURCH**

### **1. Composition**

The Local Church shall consist of the group of adherents to the Church who regularly meet for worship under the leadership of an accredited worker of the Regional Council or any approval leader.

### **2. Status**

- a. Every local church shall be, and remain, an Assembly of the Church and shall be subject to this Constitution
- b. Subject to Clause (2) (a) of this Article each local church shall be self-governing, self-propagating, and self-supporting under the local church pastor, and accredited worker, or an approved leader, as the case may be.
- c. Every local church shall be subject to the general directions of the Executive Presbytery, and particularly, in all matters of scriptural doctrine, practice and conduct.

### **3. Requirements for Membership**

- a. A clear experience of salvation through faith in the Lord Jesus Christ and a confessed purpose to follow Him faithfully – Romans 10:9, 10
- b. A successful completion of the New Members Course as run by the local church.
- c. Baptism in water – Mathew 28:19; Acts 2:38
- d. Baptism in the Holy Spirit with the evidence of speaking in other tongues or earnestly seeking this experience – Acts 2:4

- e. Filling of a membership application form, being interviewed and approved by the church Board,

#### **4. Requirements For Continued Membership**

Membership of the church shall continue as long as the members do not conduct their affairs in a manner inconsistent with the under listed ideals of the church.

- a. Maintaining a life consecrated to God and separated from unscriptural practices and worldliness. (1 John 2:15-17)
- b. Holding sound doctrine taught by the Church.
- c. Regularly attending church services – Hebrews 10:25, and supporting the church with one's tithes and offerings.
- d. Living in harmony with fellow believers, respecting and co-operating with the recognized authorities in the church – Hebrews 12:14 and 1 Thessalonians 5:12, 13
- e. Strictly adhering to the pattern of monogamous marriage and abstaining from fornication and adultery – 1 Thessalonians 4:3 and Ephesians 5:2,3

#### **5. Responsibilities of Members**

The responsibilities of members shall include the duty to:

- a. Maintain an open and clean life in the world – (1 Peter 2:9-12, 1 Thessalonians 5:22 and Mathew 5:13-16)
- b. Seek to give the Word of God to the unsaved and pray for their salvation – 2 Corinthians 5:18-20.

- c. Visit and pray with the sick, help those in need, seek to comfort and cheer those in distress and in general promote harmony and goodwill among the members – (1 Thessalonians 5:14, James 1:27 and Mathew 25:35-40)
- d. Pray and counsel with a brother or sister who falls into error – 1 John 5:15 and Galatians 6:1
- e. Avoid all those who cause dissension and division among the brethren – Romans 16:17
- f. Keep Sunday holy unto the Lord in service and devotion – Acts 20:7 and 1 Corinthians 16:1
- g. Establish a “family altar” in the home.
- h. Maintain an attitude of reverence while in “the House of the Lord”, teach the children the same, abstaining from bad conversation and refrain from leaving the building while service is in progress – 1 Timothy 3:15
- i. Cast one’s vote in the various business sessions of the church.
- j. Support the church with one’s tithes and offerings.

## **6. Privileges of Members**

Members of the local church shall be entitled to the following privileges:

- a. Receiving visits, spiritual counselling and help from the church.
- b. Partaking of the Lord’s Supper.
- c. Partaking in the activities of the church.

- d. Being eligible for an office in the church, if qualified.
- e. Receiving a renewed membership card annually upon the approval of the Church Board.
- f. Receiving a letter of recommendation showing that, one is a member in good standing when he/she moves from one community to another.

**7. Business Meetings**

- a. The local church shall hold an annual business meeting at the church at a time to be determined by the Church Board.
- b. Members eligible to attend and vote shall be eighteen years of age and above and shall be members who are of good standing as regards to payment of tithes and fulfilment of other responsibilities.
- c. One-third of the members eligible to vote shall constitute a quorum.
- d. There shall be at least three (3) weeks notice of the business meeting to the entire membership.

**8. General Leaders Meeting**

- a. Membership of this meeting shall comprise the Church Board, three leaders of each department, and a representative of each auxiliary group.
- b. Meetings shall be held at least twice a year.

## **ARTICLE 20 – CHURCH BOARD**

### **1. Composition**

There shall be a Church Board that shall consist of the Pastor in charge as chairman, the senior Associate Pastor, and the Deacons and Deaconesses.

### **2. Functions**

The Board shall be the policy-implementation body of the local church as well as the disciplinary body of the local Church.

### **3. Meetings**

- a. The Church Board shall meet at least once every month at a time and place determined by the Pastor.
- b. Members shall be notified at least one week prior to a meeting.
- c. Members who fail to attend meetings without just cause shall be reprimanded by the Board. Three (3) of such reprimands in one's term of office shall disqualify one for re-election.
- d. Two-third (2/3) of the members of the Board shall constitute a quorum for regular Board meeting.
- e. One-third (1/3) of the members of the Board shall constitute a quorum for an emergency Board meeting.

## **ARTICLE 21 – THE CHURCH COMMITTEE**

The Church Committee comprises the Pastor and Members who are appointed by the Pastor pending the growth of the church when there shall be qualified people to be elected as Deacons.

## **ARTICLE 22 – FINANCES**

1. The income of the Church shall be derived from the following sources:
  - a. Tithes
  - b. Harvest/Thanksgiving offerings
  - c. Departmental Day offering
  - d. General offering
  - e. Seminars, Conventions, Council Meetings and other meetings
  - f. Gifts, Donations, Pledges, Levies and
  - g. Any other legitimate source.
2. The general income shall be disbursed to the General Council, Regional Councils, Districts and local churches in accordance with a formula that shall from time to time be determined by the General Council
3. The Church's Financial Policies and Procedure Manual issued by the EP and reviewed periodically shall be the operational guide for all financial matters of the church.

## **ARTICLE 23 – DEPARTMENTS**

### **1. Composition**

The church shall have the following Departments:

- a. Sunday School
- b. Men's Ministries
- c. Women Ministries
- d. Youth Ministries
- e. Missions (Home Missions, Foreign Missions, Prisons, Music, AGCM)
- f. Children's Ministries
- g. And any such other departments as the General Council may set up.

### **2. Functions**

The Departments shall carry out functions as spelt out in the bye-laws and other functions as may be determined from time to time by the General Council.

## **ARTICLE 24 – ELECTIONS**

1. The following shall be Elective Offices:

- a. The General Superintendent
- b. The Assistant General Superintendent
- c. The General Secretary
- d. The General Treasurer
- e. National Departmental Directors

- f. The Regional Superintendent
  - g. The Regional Secretary
  - h. The Regional Treasurer
  - i. Regional Departmental Directors
  - j. The District Pastor
  - k. The District Secretary
  - l. The District Treasurer
  - m. District Departmental Representatives
  - n. Deacons
  - o. Local Church Departmental Executives
2. Elections to these offices shall be in accordance with the bye-laws outlined in the first schedule.
  3. The person presiding over the elections shall declare the results of the election immediately after votes have been counted.

**ARTICLE 25 – AD HOC COMMITTEES**

All bodies created under this Constitution shall have power to set up Ad Hoc committees as and when the need arises.

**ARTICLE 26 – ASSUMPTION OF OFFICE**

1. Every Minister of the Gospel in the service of the Church shall upon assuming office, and before carrying out the functions of his office, take and subscribe the oath of office set out in the second schedule to this Constitution before the General Superintendent of the Assemblies of God, Ghana.

2. The elected officers shall assume office one month from the date of election.
3. In the event of all the EP Officers leaving office, a three (3) member Transitional Committee shall oversee the transitional process.
4. Members of the above transitional Committee shall be:
  - a. The Chairman of the Election Committee who shall be the chairman
  - b. The Secretary and one other member of the Election Committee.

#### **ARTICLE 27 – TENURE OF OFFICE**

1. The term of office of the General Superintendent shall be four years and he shall be eligible for re-election for a maximum of three terms only.
2. The term of office of the EP officers, the Regional Superintendents, the Regional Executives, the District Officers, the National and Regional Departmental Directors, and the District Departmental Representative shall be four (4) years and they shall be eligible for re-election for another term of four (4) years only.
3. The term of office of Deacons shall be as spelt out in the bye-laws.

#### **ARTICLE 28 – RESIDUAL POWERS**

When any matter is not specifically dealt with in this Constitution, the matter shall be referred to the General Council for direction, and if the General Council is not in session it shall be referred to the Executive Presbytery for direction.

## **ARTICLE 29 – DISCIPLINE**

1. All ministers and members of the Church shall in the event of any misconduct, be subject to disciplinary measures as contained in the bye-laws.
2. The discipline to be applied shall be scriptural and shall be aimed at the purity of the church and the restoration of the offender.
3. The discipline to be applied shall include: admonition, rebuke, suspension, or ex-communication.
4. Any offender or body aggrieved by, or dissatisfied with any discipline applied, may appeal to the appropriate body as provided for in the bye-laws.

## **ARTICLE 30 – DISPUTE RESOLUTION**

1. There shall be a Dispute Resolution Board to which unresolved dispute which is likely to cause serious misunderstanding, division or disintegration in the church may be referred by the EP.
2. Membership of the Board shall be:
  - a. An ordained Minister of at least ten (10) years' experience as chairperson
  - b. A legal practitioner and
  - c. Three (3) other men/women of maturity, experience, proven integrity and good standing in the Church.
3. The Board shall be appointed by the EP and shall serve for four (4) years and may be eligible for re-appointment for further term(s).

4. Any dispute arising within the church and which is likely to cause serious misunderstanding, or division, or disintegration in the church shall be amicably resolved by the Church Board or the District, as the case may be, without resort to the Courts of law in the first instance.
5. Any such unresolved dispute shall be referred from the District to the Regional Executives who shall sit as the Regional Dispute Resolution Committee and thereafter referred to the EP if not resolved.
6. Any such unresolved dispute may be referred to the Dispute Resolution Board by the EP.  
(Mathew 18:15-17)

#### **ARTICLE 31 – CONSTRUCTION**

1. The EP Officers shall constitute the body to rule on all matters relating to the meaning of any article or bye-law.
2. All ruling made under this article shall be binding until otherwise decided by a resolution of the General Council in session.

#### **ARTICLE 32 – INTERPRETATION**

**In this Constitution and Bye-Laws, unless the context otherwise requires,**

**“Department” includes Ministries.**

**“Member” includes a Minister/Pastor or the laity**

**“The Church” means Assemblies of God, Ghana**

**“EP” means Executive Presbytery**

**“EC” means Regional Executives Committee**

### **ARTICLE 33 – AMENDMENTS**

1. Amendments to article 1 to 34 of this Constitution may be made at any session of the General Council, provided that the proposed amendment shall have been submitted by the proposer, first to the EP for consideration, and then by the EP in writing to each member of the General Council and each local church for consideration three (3) months prior to the General Council session.
2. A two-thirds vote of all members present and voting shall be necessary for the amendment to be carried.
3. Amendments to the bye-laws may be proposed by resolution and made at any session of the General Council, and shall be carried by a simple majority of the members present and voting.

### **ARTICLE 34 – COMMENCEMENT**

This constitution shall be promulgated and come into force from the date a resolution for its promulgation is passed by not less than two-thirds (2/3) of the members of the General Council in session.

## **FIRST SCHEDULE**

### **BYE-LAWS**

#### **SECTION 1 – MEETINGS**

General and Regional Council session and meetings shall be conducted in the English language and shall be governed by rules of parliamentary procedure, in keeping with the spirit of Christian love and fellowship. In the case of the District and the local church, vernacular may be used.

#### **SECTION 2 – NATIONAL ELECTIONS COMMITTEE**

There shall be a National Elections Committee which shall have the following members:

##### **1. Composition**

- a. A Regional representative nominated from each of the 10 regions by the respective ECs. These nominees shall be senior ministers of high integrity and maturity.
- b. Five (5) nominees of the EP who shall include a laity, a lady, a lawyer and a retired minister.
- c. The EP shall appoint the Chairman.
- d. The Committee shall elect its Secretary.

##### **2. Functions**

- a. To receive nominations from Council members on the second day of the Council session to any of the elective offices listed in Article 24(1) except the office of National and Regional Departmental Directors, District Departmental Representatives, Deacons and Local Church Departmental Executives.

- b. Incumbent Officers shall be automatic nominees.
- c. To screen all nominees.
- d. To publish names of qualified nominees to all members of the General Council, Regional Council, at least a day before elections.
- e. The Chairman of the Committee shall preside over the electoral process.
- f. Any disqualified nominee has a right of appeal to the Committee for review.

### **3. Tenure of office**

Members shall be in office for a maximum term of 10 years.

### **4. Regional Election Committee**

- a. Shall perform the functions of the National election Committee at the Regional Council and district elections and shall have the following members:

#### **b. Composition**

- i. Seven nominees of the EC who shall include a lady, a lawyer, a retired Minister, and a senior Minister.
- ii. The EC shall appoint the Chairman.
- iii. The Committee shall elect its Secretary.

#### **c. Functions**

- i. To receive nominations from Council members on the second day of the Council session to any of the elective officers listed in Article 24(1) except the officers of

Regional Departmental Directors, District Departmental Rep-resentatives, Deacons and Local Church Departmental Executives.

- ii. Incumbent officers shall be automatic nominees.
- iii. To screen all nominees.
- iv. To publish names of qualified nominees to all members of the Regional Council, at least a day before elections.
- v. The Chairman of the committee shall preside over the electoral process.
- vi. Any disqualified nominee has a right of appeal to the Committee for review.

**d. Tenure of office**

Members shall be in office for a maximum term of 10 years

**SECTION 3 — ELECTION OF OFFICERS – GENERAL COUNCIL**

1. The EP officers shall be elected at a General Council session in accordance with the by-laws from the screened members submitted by the National Elections Committee. They shall be persons of maturity, experience, and ability whose lives are above reproach.
2. The Candidates for all EP Officer Positions shall have served as ordained Ministers for at least ten (10) years and must be serving ministers with a cooperative spirit.
3. Candidates to any of the above offices shall be holders of at least a first Degree or its equivalent from any recognized institution and must have good managerial skills.
4. Two-thirds of all votes cast shall be necessary to declare a candidate duly elected.

5. If no candidate has been elected after the third ballot, the two candidates with the highest number of votes in the third ballot shall be nominees for further balloting.
6. Where no candidate has been elected by the fifth ballot, the person who obtains a simple majority vote by the fifth ballot shall be deemed as elected.
7. All members of the General Council shall be qualified to vote at sessions.

#### **SECTION 4 – VACANT OFFICE**

In the event of any vacancy in any of the EP Offices of the Church, except the office of the General Superintendent, the EP shall fill the vacancy by appointment until replacement is elected at the next session of the Council.

#### **SECTION 5 – REGIONAL COUNCIL**

1. A candidate for the office of Regional Superintendent, Regional Secretary or Regional Treasurer shall have served as an ordained minister for at least five (5) years and must be a serving minister and shall be a person of maturity, experience, and ability whose life and ministry are above reproach.
2. The Regional Superintendent, Regional Secretary or the Regional Treasurer shall be elected by the votes of two-thirds of the members present and voting
3. The General Superintendent or his nominee shall supervise the election of the Regional Executive Officers which shall be conducted by the Regional Election Committee.
4. If no candidate has been elected after the third ballot, the two candidates with the highest number of votes in the third ballot shall be nominees for further balloting.

5. Where no candidate has been elected by the fifth ballot, a person who obtains a simple vote by the fifth ballot shall be deemed as elected.
6. Where by reason of death, resignation, retirement, suspension, dismissal, mental or physical incapacity, a vacancy occurs in the office of the Regional Secretary or Regional Treasurer, the EC shall appoint a qualified minister to fill the office, but in the case of the Regional superintendent, a temporary appointment shall be made by the EP, until a replacement is elected at the next Regional Council meeting.
7. Candidates to any of the above offices shall be holders of at least a first Degree from any recognized institution and must have good managerial skills, and cooperative spirit.

#### **SECTION 6 – DISTRICT**

1. A candidate for the office of District Pastor, District Secretary, and Treasurer shall have served as an ordained Minister for at least three (3) years and must be a serving minister and shall be a person of maturity, experience and ability whose life and ministry are above reproach, and of a cooperative spirit.
2. A District Pastor, Secretary, and Treasurer shall be elected by a simple majority of the votes cast.
3. The Regional Superintendent, or his nominee, shall supervise the election of the District Officers which shall be conducted by the Regional Election Committee.
4. Where by reason of death, resignation, retirement, suspension, dismissal, mental or physical incapacity a vacancy occurs in the office of District Pastor, or EC, shall appoint a qualified minister to fill the office, but in the case of the District Secretary or Treasurer, a

temporary appointment shall be made by the District Committee until a replacement is elected at the next District meeting.

## **LOCAL CHURCH**

### **SECTION 7 – PASTORS’ APPOINTMENT**

1. Appointments and transfers of Ministers shall be made by the respective ECs to any office or pastorate (Acts 16:6) and shall be ratified by the General Superintendent.
2. The selection of an associate or assistant shall be made by the Pastor in consultation with the District Pastor and the church board.
3. A minister who resigns from the Church and wishes to be re-engaged shall apply in writing to the EP for consideration.

### **SECTION 8 – PASTORS’ DUTIES**

1. The Pastor is the Spiritual Overseer of the church, and shall direct all church activities.
2. He shall be the custodian of all important documents of the church.
3. He shall uphold and defend the Doctrine, Constitution and Bye-Laws, and practices of the church.

### **SECTION 9 – PASTORS’ SUPPORT**

1. Pastors shall be supported by the local church in accordance with the conditions of service as set forth by the Regional Councils.

2. Pastors of Churches who cannot be supported by the income of the local church in accordance with the minimum conditions of services as set forth by the Regional Councils shall be subsidized by the church.
3. Any local church that plants a new church shall support the pastor of that new church until the income of the new church is able to support the pastor.
4. Pastors shall be appreciated by their local churches annually according to the guidelines set forth by their respective Regional Councils.

#### **SECTION 10 – PASTORS’ DISCIPLINE**

1. Pastors must adhere to the Code of Conduct of all Ministers as set forth by the General Council.
2. In case a Pastor falters, the case shall be officially reported to the District Pastor by the other members of the Church Board; and in no circumstance shall the other members take the case into their own hands to cause any provocation or incitement in the church.
3. The District Pastor shall adequately handle the situation; but if he does not do so, the other members of the Board shall refer the case to the Regional Executives.
4. Where the case is serious, the Pastor’s appointment may be suspended by the EC while thorough investigations are being made.

#### **SECTION 11 – ASSOCIATE/ASSISTANT PASTORS**

The Duties of the Associate or Assistant shall be as follows:

1. To direct Pastoral and Administrative staff in the absence of the pastor

2. To be in charge of any of the following ministries of the church as may be directed by the Senior Pastor:  
  
Youth  
  
Music  
  
Mission  
  
Children  
  
Etc.
3. The Associate or Assistant shall conform to the Code of Conduct of all Ministers in the Church and shall be answerable to the Senior Pastor.
4. If the conduct or service of an Associate or Assistant is unsatisfactory the Pastor shall warn him in writing and also counsel him.
5. Where the conduct or service of an Associate or Assistant continues to be unsatisfactory after at least two warnings in writing and counselling, his service may, at the request of the Senior Pastor made in consultation with the District Pastor, be terminated.
6. The services of an Associate or Assistant shall end when the services of the Pastor-in-charge ceases; subject however, to his re-engagement at the discretion of the incoming Pastor and the District Pastor.

## **SECTION 12 – DEACONS’ QUALIFICATION**

1. They shall meet the scriptural standard for deacons as set out in Acts 6:1-6, 1 Timothy 3:8-15, Philippians 1:1; and also –
2. Testimony as to having experienced the new birth (John 3:5).

3. Testimony of being full of the Holy Spirit (Acts 6:3; 2:4; Galatians 5:22-23).
4. Testimony of real understanding of the doctrines of the Church.
5. Testimony of being full of wisdom (Acts 6:3).
6. Testimony of a blameless life and a good report of those who are without (Titus 1:7, 1 Timothy 3:7).
7. Testimony of seriousness of his Christian commitment to Christ and the Church, and one who has time to serve the flock.
8. Testimony of maturity and experience-not less than three years in the church.
9. Testimony of participating fully in all services of the church.
10. Testimony of good home, one wife and sober disciplined children.
11. Testimony of submission to authority—Hebrews 13:17

### **SECTION 13 – DEACONS’ ELECTIONS**

1. They shall be three or more in number according to the size of the Church.
2. Deacons are elected by the active members of the church among the qualified members.
3. They are nominated by the members and screened by the remaining Board members with the Pastor as the Chairman.
4. The names of the endorsed nominees shall be read to the congregation at least two (2) weeks before the date of election.
5. Any member who has any reason why a nominee should be disqualified shall state the reason in writing to the church Board within three (3) days of the first announcement of the names of the nominees.

6. Election shall be by simple majority.
7. In the first election of deacons in a local church, two of the elected deacons with the highest number of votes shall hold office for three (3) years; the deacon with the next highest number of votes shall hold office for two (2) years, and the rest of the elected deacons shall hold office for one (1) year.
8. After the first election of deacons, all deacons who are subsequently elected shall hold office for three (3) years.
9. Any deacon whose term of office expires shall be eligible for re-election subject to Article 19 (3) (c) of the Constitution.

#### **SECTION 14 – DEACONS DUTIES**

Deacons shall:

1. Be responsible to the Pastor.
2. Serve as caretakers of Church properties;
3. Visit the flock, such as, the sick, widows/widowers, absentees, new converts, and the aged.
4. Serve as Overseers of branch Churches, Departments Prayer Groups, Committees, Evangelistic Groups, and other Auxiliaries.
5. Serve in any area the Pastor may direct.
6. Not disclose to any person without the authority of the pastor, any confidential matter that may come to his knowledge as a deacon.

## **DUTIES OF OFFICERS**

### **GENERAL COUNCIL**

#### **SECTION 15 - GENERAL SUPERINTENDENT**

The General Superintendent shall:

1. Be the spiritual and administrative head of the Church and in that capacity he shall have spiritual and administrative oversight of the Church.
2. Emphasize and implement the fourfold mission of the Church; the evangelization of the world, the worship of God and the building of a body of saints being perfected in the image of His Son; and promote and co-ordinate efforts directed toward the fulfilling of that mission.
3. Preside at all General Council sessions and EP meetings, and shall be an ex-officio member of all committees set up by the EP and of all Executive committees.
4. Administer discipline when requested to do so by the General Council or the Credentials Committee.
5. Have power, should the Regional Executives fail to administer proper discipline, to suspend after investigation, the credentials of any Minister under serious charges, pending a decision of the EP.
6. Serve as the Executive Head between the Church and the Government of Ghana as well as foreign sisters of Assemblies of God, national Churches and other religious bodies and denominations

## **SECTION 16 – ASSISTANT GENERAL SUPERINTENDENT**

The Assistant General Superintendent shall:

1. Assist the General Superintendent and perform all such duties as may be assigned by the General Superintendent, General Council or EP.
2. Preside over the General Council, EP and the EP Officers in the absence of the General Superintendent.
3. Act as the General Superintendent for the unexpired term when a vacancy occurs.
4. Chair the National Departmental Board.

## **SECTION 17 – THE GENERAL SECRETARY**

The General Secretary shall:

1. Keep minutes of all meetings of the General Council, EP and EP Officers.
2. Issue credentials under the direction of the General Council Credential Committee.
3. Issue Appointment letters to new Pastors upon approval of the EP and subject to the direction of the General Superintendent.
4. Ensure that all decisions of the General Council and the EP are duly documented and communicated to the appropriate persons and bodies.
5. Perform any other functions as may be assigned by the General Council, the EP or the General Superintendent.

## **SECTION 18 – THE GENERAL TREASURER**

The General Treasurer shall:

1. Ensure that proper books of accounts are kept by the Church.
2. Receive and give receipts for all funds, which may be committed to him and disburse them under the directions of the General Council in session or the EP.
3. Give a report from time to time as may be requested by the General Council or the EP on the accounts of the General Council and ensure they are audited by Chartered Accountants.
4. Supervise the auditing of Regional, District, and local church accounts by the General Council Internal Audit Department or any other Auditor so appointed.
5. Shall prepare annual consolidated budget of the Church and present it to the EP for approval.
6. Be responsible for the institution of sound financial practices and budgetary control measures on disbursement and incomes of the Church.
7. Perform such other functions as may be assigned to him by General Council, the EP or the General Superintendent.

## **REGIONAL COUNCIL**

### **SECTION 19 – THE REGIONAL SUPERINTENDENT**

The Regional Superintendent shall:

1. Preside at all Regional Council sessions and all EC meetings, and shall be an ex-officio member of all committees.
2. Present an annual report of the EC to the Council.

3. Represent the Regional Council in all its activities in relation to all Ministers, local Churches and other Religious bodies.
4. Visit Local Churches and Pastors within the Region for counselling, assist in solving problems involving Pastors and their congregations, encouraging and working in co-operation with the District Pastors.
5. Have power to suspend, after investigating the credentials of any Minister under serious charges, pending a decision of the EP.
6. Ensure that all ordained ministers and local churches in his region are gazetted in the Ghana Government White Paper.

## **SECTION 20 – THE REGIONAL SECRETARY**

The Regional Secretary shall:

1. Keep accurate records of all meetings of the Regional Council, the EC and EC Officers.
2. Perform such duties as may be assigned by the Regional Superintendent, Regional Council or the EC.
3. Submit annual Regional statistics to the EC or the Council.
4. Keep a record of all Ministers within the region.
5. Perform all other functions related to his office.
6. In the absence of the Regional Superintendent, acts as the Regional Superintendent.
7. Ensure that all decisions of the Regional Council and EC are duly documented and communicated to the appropriate persons and bodies.

## **SECTION 21 – THE REGIONAL TREASURER**

The Regional Treasurer shall:

1. Receive and give receipt for all funds which may be committed to him and disburse them under the direction of the Council, EC or the EC Officers.
2. Keep proper accounts of the finances of the Council and shall submit financial reports at regular meetings of the EC and the annual sessions of the Council.
3. Disburse appropriate percentages of all tithes and offerings as shall be directed by the General Council from time to time.
4. Prepare annual consolidated budget of the Council and present it to the EC for approval.
5. Perform all other functions related to his office.

## **DISTRICT**

### **SECTION 22 – DISTRICT PASTOR**

The District Pastor shall:

1. Work with the Pastors and Churches within the District to plan and execute programmes for the advancement of the work of the church.
2. In the exercise of his ministry, visit Pastors and Churches within the District.
3. Gather information on the activities of the Churches in his District and report to the EC.
4. Submit quarterly financial reports to the EC.
5. Assist the Regional Superintendent in solving problems involving Pastors and their Churches.

6. Report to the EC any Minister under serious charges for investigation.

### **SECTION 23 – DISTRICT SECRETARY**

The District Secretary shall:

1. Keep accurate records of all District meetings and Officers' meetings.
2. Keep records of Pastors and Churches in the District.
3. In the absence of the District Pastor, act as the District Pastor.
4. Ensure that all decisions of the District are duly documented and communicated to the appropriate pastors, churches and bodies.

### **SECTION 24 – DISTRICT TREASURER**

The District Treasurer shall:

1. Prepare quarterly financial reports to be submitted to the EC by the District Pastor.
2. Submit an annual financial report to the District.
3. Perform all other functions related to his office.

### **SECTION 25 – LOCAL CHURCH: BOARD CHAIRMAN**

The chairman of the Board shall be the Pastor in charge:

1. He shall be an ex-officio member of all committees in the Church.
2. He may request any member of the church to investigate any matter of concern to the Church and submit a report.

3. In the absence of the Chairman, the Senior Associate Pastor or, where there is no associate pastor, a deacon may be appointed by the Board to act as Chairman; but in any such case no major decision shall be taken.
4. In the absence of the Chairman the Church Board shall operate under the supervision of the District Pastor.
5. The Chairman shall be the principal signatory to all church cheques.

#### **SECTION 26 – LOCAL CHURCH BOARD SECRETARY**

The Board shall elect one of its members to serve as Secretary and he shall:

1. Keep accurate records of Board meetings and other meetings of the Church.
2. Be the third signatory to all cheques of the Church.

#### **SECTION 27 – LOCAL CHURCH BOARD TREASURER**

The Board shall elect one of its members to serve as Treasurer and he shall:

1. Keep proper books accounts.
2. Be the second signatory to all cheques of the Church;
3. Pay out any sum of money authorized by the Board.
4. Submit monthly financial report to the Church Board.
5. Have his books ready for auditing once a year.
6. Submit final audited accounts at the annual Business meeting, and a copy sent to the General Council through the Regional Treasurer.

## **COMMITTEES**

### **SECTION 28 – GENERAL COUNCIL STANDING COMMITTEES:**

The following shall be the Standing Committees of the Organization:

#### **1. Credentials Committee:**

The Credential Committee shall be composed of the Executive Presbytery and shall perform the functions stated in Article 11 clause (2) (c) and (d) of the Constitution.

#### **2. Roster Committee:**

- a. A Roster Committee shall be appointed by the Executive Presbytery prior to each General Council Session.
- b. The Committee shall examine the credentials of all Ministers, delegates, and observers to a General Council Session, and register them.
- c. The Committee shall then submit a statistical report to the General Secretary.

#### **3. National Election Committee**

An Election Committee shall be put in place to conduct all elections at each session of the General Council.

#### **4. Resolutions Committee:**

- a. A Resolution Committee shall be appointed by the EP prior to each Council session.
- b. It shall be responsible for receiving, circulating, validating and determining the appropriateness of all resolutions to be moved at the session.

- c. Where the Committee rules that any resolution is not appropriate it shall inform the proposer of the resolution accordingly, giving reasons for its decision.
  - d. The proposer may, however, present his resolution at the session for a final decision as to its appropriateness or otherwise.
5. Any other committee (s) that may be set up by the General Council.

## **SECTION 29 – CLASSIFICATION AND STANDARDS FOR MINISTERS**

### **1. Classification:**

The two classifications of ministers which are recognized by the church are:

- a) Full-time Ministers
- b) Tent Ministers

### **2. Qualifications:**

The basic qualification which shall apply to all two classifications shall include:

A definite scriptural born-again experience and the baptism of the Holy Spirit according to Acts 2:4.

### **3. Additional qualification for full-time ministers shall be:**

#### **a. Exhorter:**

- i. A clear evidence of a call to preach,

- ii. A graduate of an Assemblies of God Bible College, or
- iii. A member who has ministered for two consecutive years and has undergone a special Bible College training approved by the Church.
- iv. Must have passed an examination as prescribed by the General Council.

**b. Licentiate:**

- i. A graduate of an Assemblies of God Bible College.
- ii. Must have held an Exhorter certificate for at least two consecutive years.
- iii. Must have passed an examination as prescribed by the General Council.

**c. Ordained:**

- i. Qualifications for ordination as outlined in the New Testament (1 Timothy 3:1-7, Titus 1:7-9).
- ii. Must be a graduate of an Assemblies of God Bible College.
- iii. Must have passed an examination as prescribed by the General Council.
- iv. Must have been a Licentiate for a minimum of three consecutive years.

**d. Tent Ministers:**

Tent Ministers shall be members of the Church who are called into the ministry of the gospel, with Assemblies of God Bible College training and are non-salaried by the church, have gainful secular employment and are self-supporting in the practice of ministry.

**Qualifications**

- i. Must be a member of the church for at least 5 years and possess strong spiritual and moral qualities (1 Tim 3:1-13, Titus 1:5-9, Acts 1-3a).

- ii. Must be gainfully employed in a secular job and self-supporting.
- iii. Does not intend to go into full-time ministry.
- iv. Must be recommended by his/her local church pastor and approved by the EC.

#### **Additional Requirement**

- i. Shall sign an undertaking before the respective ECs agreeing to his/her status as a Tent Minister and a copy submitted to the Bible College.
- ii. A Tent-minister can only become full time minister if he/she is not above 35 years. He must have applied to the EC for consideration.

Active tent ministers shall go through the laid down credential procedures of the Church and if qualified shall be given the due credentials just like any minister of the Church unless otherwise decided by the EP

#### **Ministry**

- i) Shall serve in his local church in any capacity as deemed fit by his pastor.
- ii) Tent ministers may be appreciated periodically by the local church they serve.
- iii) They shall not be entitled to basic allowances of "full time" ministers as may be laid down by the General Council and the respective Regional Councils.
- iv) They shall pay tithes to the respective regional councils as per existing practice of all ministers.
- v) Shall retire in accordance with the Policies and Guidelines of the Church. The local church in which he serves shall give him a befitting gratuity at the end of his service.

- vi) Where a Tent minister dies, his funeral shall be in accordance with the general policies of the Church.

### **Ministers' Wives**

Ministers' wives who successfully complete an Assemblies of God Bible College shall be given the appropriate recognition as ministers and shall enjoy the conditions of service associated with the status as laid down in this Constitution and Bye-Laws and may be accepted as Associate Pastors or Tent Ministers as the case may be.

### **SECTION 30 – MISSIONARIES**

All Foreign Missionaries who wish to work in Ghana with the Church shall submit proposals of their programme of work to the EP for approval.

### **DEPARTMENTS**

#### **SECTION 31 – NATIONAL DEPARTMENTAL BOARD:**

There shall be a National Departmental Board to oversee the activities of all the Departments.

#### **1. Composition**

Membership of the Board shall comprise the following:

- a. The Assistant General Superintendent shall be the chair.
- b. All National Departmental Directors.

#### **2. Qualifications of Departmental Directors/Representatives**

- a. Must be a member of good standing in the Church for at least 10 years for National Directors, 8 years for Regional Directors, and 5 years for District Representatives.

- b. Must be matured person of high integrity.
- c. Must demonstrate good managerial skills.

## **SECTION 32 – NATIONAL SUNDAY SCHOOL DEPARTMENT**

### **1. Purpose**

The Sunday School Department shall be responsible for the training in leadership and educating the entire membership of the Church in matters of Bible Truths and Christian character.

### **2. Committee**

There shall be a National Sunday School Committee which shall be composed of:

- a. The National Director, elected from four (4) nominees of the EP by the General Council in session.
- b. A Director from each Region elected by the Regional Council from four (4) nominees of the EC.
- c. The National Director shall be Chairman of the Committee.

### **3. Duties of the Committee**

The Committee shall:

- a. Formulate programmes of the Department and shall arrange training seminars, promotional rallies, and other activities.
- b. Prepare the budget of the department for approval by the National Departmental Board.
- c. Submit annual composite report at the EP meeting through the Chairman of the National Departmental Board.

### **SECTION 33 – REGIONAL SUNDAY SCHOOL DEPARTMENT**

The Regional Department:-

1. Shall be headed by a Regional Director elected under Section 31 (2) (b) of these bye-laws.
2. May formulate programmes and arrange training seminars and promotional rallies subject to the overall policy of the National Committee.
3. Shall submit reports to the Regional Council.

### **SECTION 34 – DISTRICT SUNDAY SCHOOL DEPARTMENT**

1. The District Representative shall be elected at the District meeting from four (4) members nominated by the District Committee.
2. He shall in consultation with the District and Local Pastors, arrange District Sunday School rallies, training seminars, and other activities.
3. He shall submit reports to the District.

### **SECTION 35 – LOCAL CHURCH SUNDAY SCHOOL**

1. Adults, Youth and children shall be divided into classes for instruction by qualified teachers selected from the membership.
2. Officers of the Sunday School shall be:
  - a. The pastor – Ex-officio
  - b. The Church Board Representative.
  - c. The Sunday School Superintendent.
  - d. The Sunday School Secretary.

- e. The Sunday School Treasurer.
- 3. The Officers, other than the Pastor and the Board representative, shall be nominated by the Sunday School teachers, screened by the Church Board and elected by the teachers on a simple majority.
- 4. The Officers shall serve for a period of three years and shall be eligible for re-election.
- 5. The Officers and teachers shall meet once a week for preparatory class and the entire school shall meet once a week on Sunday mornings.
- 6. Annual performance reports (Check-ups) shall be submitted by the Superintendent to the District Representative.
- 7. The teachers shall hold at least four (4) Business Meetings in a year.
- 8. The officers shall assume office within two weeks of being elected.
- 9. The Local Department shall have a written Code of Conduct for the teachers approved by the Church Board.

#### **SECTION 36 – FINANCES**

- 1. The monies belonging to the department shall be paid to the church treasury for the department's use only
- 2. Tithes on them shall be paid to the National and Regional departments through the district representative every month.

3. Each local Sunday School shall take an offering during class period for the support of the Sunday School Department.
4. Each local Sunday school shall take an offering during Enlargement Campaign for the support of the Sunday School Department.

## **YOUTH MINISTRIES**

### **SECTION 37 – NATIONAL YOUTH MINISTRIES**

#### **1. Purpose**

There shall be a National Youth Ministries which shall be responsible for planning and promoting a spiritual programme to train and use the Youths of the Church for effective Christian living and service.

#### **2. Committee**

There shall be a National Youth Committee which shall comprise of

- a. The National Director elected from four (4) EP nominees at General Council session.
- b. Regional Youth Directors elected in their respective Regions at the regional council meeting from four (4) EC nominees.
- c. A National Auxiliary Organizer appointed by the National Director.
- d. The National Youth Director shall be the Chairman of the Committee.

#### **3. Duties of the Committee**

The Duties of the committee shall be to:

- a. Formulate the programmes of the Ministry; arrange seminars, rallies and Youth Camps.
- b. Prepare the budget of the Department for approval by the EP.
- c. Submit annual composite reports at the EP, meetings through the Chairman of the National Departmental Board.

#### **4. Auxiliaries**

The Department may have such auxiliary groups as the Teen Challenge and any other groups as may be permitted by the General Council.

### **SECTION 38 – REGIONAL YOUTH MINISTRIES**

The Regional Youth Ministry Department shall be headed by the Regional Director elected by the Regional Council from four (4) nominees of the EC.

#### **Functions**

1. Carry out the Department's programmes in their respective Regions.
2. Arrange seminars, rallies and youth camps within the Region.
3. Submit reports to their respective Regional Councils.

### **SECTION 39 – DISTRICT YOUTH MINISTRIES**

The District Youth Ministries representative shall:

1. Be elected at the District meeting from four (4) nominees of the District Committee
2. Arrange District rallies in consultation with the District and Local Pastors.

## **SECTION 40 – LOCAL CHURCH YOUTH MINISTRIES**

1. Members of the Youth Ministries shall meet regularly to promote the spiritual lives of the youth by providing opportunities for worship, Bible study, fellowship, training and evangelism.
2. The Youth shall be unmarried church members who are between the ages of 12 and 35.
3. Officers of the Youth Ministries shall be the
  - a. Pastor as an ex-officio member
  - b. Church Board Representative
  - c. President
  - d. Vice-President
  - e. Secretary and
  - f. Treasurer
4. The officers, other than the pastor and the Church Board representative, shall be nominated by the active members of the Youth Ministries, screened by the Church Board, and elected by the active members on a simple majority.
5. The officers shall serve for a period of three (3) years and shall be eligible for re-election.
6. The officers shall assume office within two weeks of their being elected.
7. The Youth Ministries shall meet at least once in a week.
8. The officers shall meet at least once in a month to pray and plan for the Youth Ministries.
9. The Youth Ministry shall hold at least four (4) Business Meetings in a year.

10. The Youth Ministries shall have a written Code of Conduct for the membership, to be approved by the Church Board.

11. The Youth Ministries shall carry out all District, Regional and National programmes.

#### **SECTION 41 – FINANCES**

1. The Youth Ministries shall support their programmes through dues and offerings.
2. Each local Youth Ministries group shall pay tithes on all offerings to the National Youth Ministries.
3. All funds of the department shall be kept with the local church treasury for the ministry's use only.

#### **WOMEN'S MINISTRIES**

##### **SECTION 42 – NATIONAL WOMEN'S MINISTRIES**

###### **1. Purpose**

The Women's Ministries shall be responsible for uniting the women to the Assemblies of God, Ghana fellowship and Christian service according to the principles and doctrines of the church.

###### **2. Committee**

There shall be a National Women's Ministries Committee which shall comprise of:

- a. A National Director elected from four (4) nominees of the EP at the General Council.
- b. Regional Women's Ministries Directors elected at their respective Regional Council meetings from four (4) nominees of the EC.
- c. The wife of the General Superintendent shall serve as member/adviser.

- d. A National Auxiliary Organizer appointed by the National Director.
- e. The National Director shall be the Chairperson of the Committee.

### **3. Duties of the Committee**

The Committee shall:

- a. Formulate the programmes of the Ministers and arrange training seminars, promotional rallies, retreats and other activities.
- b. Prepare the budget of the department for approval by the National Departmental Board.
- c. Submit annual composite reports at the EP meetings through the Chairman of the National departmental Board.

### **SECTION 43 – REGIONAL WOMEN’S MINISTRIES**

The Regional Women’s Ministries shall be headed by a Regional Director who shall be elected at the respective Regional Councils from 4 (four) nominees of the EC.

#### **Duties**

- 1. Carry out the department’s programmes in their respective Regions.
- 2. Arrange Regional seminars, rallies, retreats, and such other activities.
- 3. Submit reports to the respective Regional Councils.

### **SECTION 44 – DISTRICT WOMEN’S MINISTRIES**

The District Women’s Representative shall:

- 1. Be elected at the District Meeting from 4 (four) nominees of the District Committee.

2. Arrange District rallies in consultation with the District and local Pastor.

#### **SECTION 45 – LOCAL CHURCH WOMEN’S MINISTRIES**

The Women’s Ministries is the organized group of women who:

1. Meet together to study the Word of God and to pray.
2. Help the needy in the church and neighbourhood and visit the sick.
3. Undertake personal evangelism and take the word of God into homes in the community.
4. Officers of the local Women’s Ministries shall be the:
  - a. Pastor as an ex-officio member
  - b. Pastor’s wife
  - c. President
  - d. Vice-President
  - e. Secretary
  - f. Treasurer
5. The President, Vice-President, Secretary and Treasurer shall be nominated by the active members, screened by the Church Board and elected by the active members on a simple majority.
6. The officers shall serve for a period of three (3) years and shall be eligible for re-election.
7. The officers shall assume office within two weeks of being elected.
8. The Women’s Ministries shall meet at least once in a week.
9. The officers shall meet at least once in a month to pray and plan for the group.

10. The Women's Ministries shall hold at least four (4) Business Meetings in a year.
11. The Women's Ministries shall have a written Code of Conduct for the membership, to be approved by the Church Board.
12. The Women's Ministries shall carry out all District, Regional and National programmes.

#### **SECTION 46 – FINANCES**

1. Each local Women's Ministries shall pay tithes on their offerings monthly to their Regional Directors for the support of the National Women's Ministries.
2. Offering taken at Women's Ministries rallies, seminars or retreats shall be used to support the work of the Women's Ministries that organized the programme.
3. All monies belonging to the Ministries shall be paid to the Church treasury for the Ministries' use only.

#### **SECTION 47 – AUXILIARIES**

The Women's Ministries shall have auxiliary groups such as:

2. **Joy Fellowship:** A ministry to bring working women together in evangelism and fellowship.
3. **Young Women Auxiliary (Y'S):** A ministry for single young women, aged between 16 and 30 years, to meet their physical, social and spiritual needs.

## **SECTION 48 – MINISTERS’ WIVES ASSOCIATION**

### **1. Purpose**

The Association shall be responsible for uniting the wives of ministers in fellowship and Christian service in accordance with principles and doctrines of the church.

### **2. Composition**

All wives of ministers registered with Assemblies of God, Ghana.

### **3. National Officers:**

- a. President – Wife of the General Superintendent
- b. Vice-President – Wife of the Assistant General Superintendent
- c. Secretary – Wife of the General Secretary
- d. Treasurer – Wife of the General Treasurer

### **4. Regional Officers:**

- a. President – Wife of the Regional Superintendent
- b. Secretary – Wife of the Regional Secretary
- c. Treasurer – Wife of the Regional Treasurer

### **5. District Officers:**

- a. President – Wife of the District Pastor
- b. Secretary – Wife of the District Secretary
- c. Treasurer – Wife of the District Treasurer

## **MEN'S MINISTRIES**

### **SECTION 49 – NATIONAL MEN'S MINISTRIES**

#### **1. Purpose:**

The Men's Ministries shall be responsible for uniting the men of the Assemblies of God, Ghana in fellowship and Christian service according to the principles and doctrines of the church.

#### **2. Men's Ministries Committee**

There shall be a National Men's Ministries Board which shall comprise of:

- a. A National Director elected at the General Council session from 4 nominees of the EP.
- b. Regional Men's Ministries Directors elected at their respective Regional Council meetings from four (4) nominees of the EC.
- c. A National Auxiliary Organizer appointed by the National Director.
- d. The National Director shall be Chairperson of the Committee

#### **Duties of the Committee**

#### **3. The Committee shall:**

- a. Formulate the programmes of the ministries and shall arrange for training seminars, rallies, retreats, crusades and such other activities.
- b. Prepare the budget of the department for approval by the EP.
- c. Submit annual composite reports at the EP meeting through the Chairman of the National Departmental Board.

## **SECTION 50 – REGIONAL MEN’S MINISTRIES**

The Regional Men’s Ministries shall be headed by a Regional Director elected at the Regional Council meeting from four (4) nominees of the EC.

### **Duties**

1. Carry out Departmental programmes in their respective Regions.
2. Arrange Regional seminars, rallies, retreats and other activities.
3. Submit reports to the respective Regional Councils.

## **SECTION 51 – DISTRICT MEN’S MINISTRIES**

The District Men’s Ministries Representatives shall:

1. Be elected at their District meeting from four (4) nominees of the District Committee.
2. Arrange district rallies, special meetings and crusades in consultation with the District and local Pastor.
3. Make recommendations to the Regional Director in respect of areas in need of evangelistic work.

## **SECTION 52 – LOCAL CHURCH MEN’S MINISTRIES**

Men’s Ministries is the organized body of men in the local church whose purpose is to:

1. Conduct a ministry of teaching and worship and attend to the special needs and interests of men in the church.
2. Unite the men in the Church and carry out programmes that will advance the progress and growth of the church.

3. Minister the word of God to the community through Radio, Television and other programmes.
4. Officers of Men's Ministries shall be the:
  - a. Pastors, as an ex-officio member
  - b. Church Board Representative
  - c. President
  - d. Vice-President
  - e. Secretary
  - f. Treasurer
5. The President, Vice-President, Secretary and Treasurer shall be nominated by the active members, screened by the church board, and elected by the active members on a simple majority.
6. The officers shall serve for a period of three (3) years and shall be eligible for re-election.
7. The Men's Ministries shall meet at least once in a week.
8. The officers shall meet at least once in a month to pray and plan for the group.
9. The Men's Ministries shall hold at least four (4) Business Meetings in a year.
10. The Men's Ministries shall have a written Code of Conduct for the membership, to be approved by the Church Board.
11. The Men's Ministries shall carry out all District, Regional and National programmes.
12. The officers shall assume office within two weeks of being elected.

## **SECTION 53 – FINANCES**

1. All monies belonging to the Ministries shall be paid to the Church treasury for the Ministries use only.
2. Each local Men's Ministries shall pay tithes on their offerings monthly to their Regional Directors for the support of the National Men's Ministries.
3. Offerings taken at Men's Ministries rallies, seminars or retreats shall be used to support the work of the Men's Ministries who organized the programme.

## **SECTION 54 – AUXILIARIES**

The Men's Ministries shall organize and sponsor auxiliary groups such as:

1. **The Royal Rangers:** – A ministry for the training of young boys and girls in the church.
2. **Pathfinders:** – A ministry for the grooming and preparation of young men to move into the Men's Ministries. They shall also raise monies for the church for missions and promotion of literature for evangelism.

## **SECTION 55 – MISSIONS DEPARTMENT**

There shall be Missions Department which shall supervise and run the Missions programmes of the Church and shall include Home and Foreign Missions, the Assemblies of God Campus Ministry (AGCM), the Music Ministry, as well as Prisons Ministry.

### **1. Committee**

The National Missions Committee which shall have the following members:

- a. National Director, as Chairman, who shall be appointed by the EP and ratified by the General Council.

- b. A Regional Director from each Region appointed by the EC with approval of the relevant Regional Council.
- c. A National AGCM Coordinator appointed by the EP.
- d. A National Music Coordinator appointed by the EP.
- e. A National Prison's Coordinator appointed by the EP.
- f. A Secretary elected by the Committee among its members.

## **2. Functions**

The functions of the Committee shall be:

- a. Formulate a Missions Policy for the Church in fulfilment of the Great Commission, with the approval from the EP.
- b. Integrate the Mission's programmes into the general Church calendar.
- c. Conduct an annual evaluation of all mission programmes.
- d. Set up and maintain a Missions resource center.
- e. Advise the General Council on the development of facilities of Missionaries.
- f. Advise the General Council on the training and commissioning of Missionaries.
- g. Prepare a budget for individual and overall mission programme for approval by the EP.
- h. Submit yearly composite report to the EP through the Chairman of the National Departmental Board.

## **SECTION 56 – NATIONAL CHILDREN’S MINISTRIES**

There shall be a Children’s department to supervise all the activities of the Children’s ministries in the Church.

### **1. Composition**

The Children’s Ministries shall be run by a National Children’s Ministries Committee which shall have the following members:

- a. A National Director elected at the General Council session from four (4) nominees of the EP.
- b. Regional Directors elected at their respective Regional Council meetings from four (4) nominees of the EC.
- c. The National Director shall be the Chairperson of the Committee.
- d. The Committee shall elect its secretary.

### **Duties of the Committee**

The Committee shall:

- a. Formulate the programmes of the ministries and shall arrange training seminars, rallies, retreats, crusades and such other activities.
- b. Prepare the budget of the department for approval by the National Department Board.
- c. Submit annual composite reports at the EP meeting through the Chairman of the National Departmental Board.

## **SECTION 57 – REGIONAL CHILDREN’S MINISTRIES**

The Regional Children’s Ministries shall be headed by a Regional Director elected at the Regional Council meeting from four (4) nominees of the EC.

### **Duties**

The Regional Children’s Ministries shall:

1. Carry out the Department’s programmes in their respective Regions.
2. Arrange Regional seminars, rallies, retreats and other activities
3. Submit reports to the respective Regional Councils.

## **SECTION 58 – DISTRICT CHILDREN’S MINISTRIES**

The District Children’s Ministries Representatives shall:

1. Be elected at their District meeting from four nominees of the District Executives.
2. Carry out the Department’s programme in the District committee.
3. Arrange district rallies, and other meetings in consultation with the District and local Pastors.

## **SECTION 59 – LOCAL CHURCH CHILDREN’S MINISTRIES**

1. The local church Children’s Ministries shall be headed by a Children’s pastor or Worker appointed by the Pastor.
2. Conduct a ministry of teaching and worship and attend to the special needs and interests of Children in the church.

## **SECTION 60 – FINANCES**

1. All monies belonging to the Children's Ministries shall be paid to the Church treasury for the Ministries use only.
2. Each local Children's Ministries shall pay tithes on their offerings monthly to their Regional Directors for the support of the National Children's Ministries.

## **SECTION 61 – FOREIGN COORDINATORS**

The EP shall appoint Coordinators for specific geographical areas in foreign lands to co-ordinate and report to the EP through the Mission's Director on the work of missionaries of the Church who operate outside Ghana.

## **SECTION 62 – EDUCATION UNIT**

There shall be an establishment of an Educational Unit which shall be responsible for the establishment and running of education institutions of the Church.

### **1. Board**

There shall be a National Education Board to run the Unit and shall be composed of the following:

- a. Heads of four (4) educational institutions of the Church
- b. The Chairman and four other members appointed by the EP.
- c. A Secretary elected among its members

### **2. Functions of the Board**

- a. The Board shall be responsible for formulating general policy for all educational institutions of the Church.

- b. The Board shall draw educational plans and set educational standards.
- c. In consultation with ECs set targets for a number of schools for each level of education.
- d. The Board shall submit to the EP an annual report on all educational institutions of the church.

### **SECTION 63 – ESTATES UNIT**

There shall be an Estates Unit which shall be run by a five (5) member Estate Committee appointed by the EP.

#### **Functions**

##### **The Estate Committee shall:**

1. Identify and recommend the purchase of land for future use of the Organization or its local Churches.
2. Assist new Churches with expertise in purchasing land.
3. Ensure, under the direction of the Trustees, that all lands and other landed properties purchased by the Church or local Churches are properly documented and registered in the name of “Assemblies of God, Ghana” and original copies deposited with the Headquarters.

## **SECTION 64 – PENSIONS BOARD**

There shall be a body to be known as the Assemblies of God, Ghana Pensions Board.

### **1. Composition**

The members of the Board shall be appointed by EP and shall not exceed seven (7) persons. The membership of the Board shall include among others, persons of the following professional background:

- a) Insurance
  - b) Accounting or finance
  - c) Legal
2. The Board shall be appointed for a term of four (4) years and shall be eligible for re-appointments for further terms.
  3. The Board shall be responsible to and report to the EP twice a year.
  4. The Board shall have a secretariat which shall be run by a Pensions Administrator appointed by the Board.
  5. The Pensions Administrator shall be responsible to the Board.

### **6. Objectives of the Board**

The objective of the Board is to establish and run a viable pension scheme for all ministers of the Church.

## **7. Functions**

To achieve its objective, the Board shall:

- a. Keep a national pension database of all ministers of the Church.
- b. Formulate a pension scheme that is tailored to meet the pension needs of ministers of the Church.
- c. Advise the General Council and the EP on matters of pension of ministers of the church.
- d. Perform any other function that will enhance the status and well-being of the ministers of the Church.
- e. The Board shall perform its functions in accordance with the Assemblies of God Ministers Pensions Scheme.

## **8. Finance**

All operational expenses of the Board shall be financed from the pension fund.

## **SECTION 65 – COMMISSION ON DOCTRINAL PURITY**

### **Purpose:**

1. A Commission on Doctrinal Purity shall be established to ensure strict adherence to Statement of Fundamental Truths and approved scriptural teachings of the church, and to prevent deviations from them.
2. The Commission shall undertake any work that may be assigned to it by the EP and report on its work to the EP.

## **Membership**

1. The Commission shall consist of seven (7) members who shall be recognized authorities in Biblical knowledge, appointed by the EP.
2. The membership shall include Bible School teachers who have taught, and matured ministers who have ministered, for at least fifteen (15) years.
3. The Commission shall meet at least once a year and at any other time when necessary.

## **SECTION 66 – QUORUM**

Where the quorum for any meeting has not been specified in the Constitution or the bye-laws the quorum for any meeting of any organ or body of the church shall be two thirds of its membership.

## **SECTION 67 – DISCIPLINE**

### **1. The Nature and Purposes of Discipline**

Discipline is an exercise of scriptural authority for which the church is responsible. The aims of discipline are that the purity and welfare of the church may be maintained, and that those under discipline may be brought to repentance and restoration.

### **2. The Relationship between the Region and the General Council Credentials Committee**

The EP shall be the Credentials Committee of the General Council, and it shall be the final authority in matters of doctrine and personal conduct of all Ministers.

### **3. Causes of Disciplinary Action**

The following violations of Church's principles are included in the matters that may give rise to disciplinary action.

- a. Any moral or ethical failure including sexual misconduct.
- b. A failure to represent our Pentecostal testimony correctly.
- c. A contentious or non-co-operation spirit.
- d. A declared open change in doctrinal views.
- e. A habit of incurring debt which brings reproach.
- f. Contracting any form of marriage contrary to the word of God and the principles of the church.
- g. Violation of ministerial ethics.
- h. Any conduct that brings shame to the name of the Lord.
- i. Failure to honour financial obligations including the payment of tithes.
- j. Barricading church building, Mission House or Pastor's abode.
- k. A Minister or his/her spouse engaging in active partisan politics.
- l. A minister who travels out and or vacates his pastorate beyond the stipulated permitted period granted him by the EP.
- m. Absenteeism from meetings at various levels of the church without due permission granted him by the EP.

#### **4. Publication of Dismissal**

- a. No publication of a dismissed minister's name shall be made until his Regional Superintendent has been advised by the office of the General Secretary.
- b. A dismissed minister has 30 days from the date of notification within which to exercise his right of appeal.

#### **5. Responsibilities of Executive Presbytery**

Where a Region fails to take action within ninety (90) days after a disciplinary matter has been referred to it, the EP shall take appropriate action.

#### **6. Procedure**

- a. Any member, other than a minister, accused of an act of misconduct that necessitates disciplinary action shall appear before the Church Board for a fair and impartial hearing which shall involve examination of witnesses in his presence (2 Corinthians 13:1).
- b. If an accused member refuses, within a reasonable time, to appear before the Church Board for a disciplinary hearing without just cause, his name shall be removed from the membership list.
- c. Any accused member who is disciplined after a hearing and who is aggrieved by, or dissatisfied with the action taken against him may appeal to the District and from there to the EC.
- d. A person whose name has been removed from the membership list should be encouraged to attend Church services in the hope that he would be won back to

obedience to the Lord. If he should repent and desire to be re-instated, he should present his request in writing to the Church Board.

## **7. Right of Appeal**

The right of appeal shall lie against all disciplinary actions to the EP

## **SECTION 68 – BURIAL OF MINISTERS**

A Minister or minister's spouse who dies in active service shall be given a Christian burial in consultation with the deceased's family.

## **SECTION 69 – ORDER OF BUSINESS**

The order of business for the regular sessions of the General and Regional Councils shall, as far as possible be:

### **1. General Council**

- a. Report of the General Superintendent
- b. Presentation of Minutes of Previous Session by the General Secretary
- c. Report of the General Treasurer/Audit Report
- d. Report of Departments/Agencies by Board Chairman
  - i. Roster Committee
  - ii. Reports of Other Bodies
- e. Unfinished Business

- f. Election of Officers
- g. New business
- h. Adjournment

## **2. Regional Council**

- a. Address of the General Superintendent
- b. Report of the Regional Superintendent
- c. Presentation of Minutes of Previous Meeting by the Regional Secretary
- d. Report of the Regional Treasurer/Auditors Report
- e. Report of Departments by Regional Secretary
  - i. Report of Roster Committee
  - ii. Reports of other Bodies and Organs
- f. Unfinished Business
- g. Election of Officers
- h. New business
- i. Adjournment

**SECOND SCHEDULE**

**OATH OF OFFICE**

I,..... having been called as a Minister of the Lord, do solemnly affirm that: I will be obedient to the Lord, to the Word of God and dedicate myself to the Ministry and well-being of the Church of God; I will be loyal and faithful to the vision of the Assemblies of God, Ghana, and abide by the decisions of the General Council, the Executive Presbytery, the Regional Council and other official bodies of the Assemblies of God, Ghana; I will serve in any community that I am sent to and lay the foundation for the establishment of Local Church; I recognize that my vision and work as a Minister of the Gospel and Church Planter may result in the acquisition of movable and immovable properties and therefore pledge that any property that will be acquired for use by the congregation which I oversee shall belong to the Assemblies of God, Ghana as a Corporate Body.

I further solemnly affirm that: In the unlikely event of me leaving the Assemblies of God, Ghana, I will leave peacefully and will not persuade, by my action or in word, anyone to follow me; and also pledge, in such circumstances, to hand over to the Board of Trustees all Church properties whether or not acquired through, or by my initiative.

I will at all times protect, preserve and defend the Constitution of the Church; I further promise to work in harmony with the Ministers above and under me, and the flock over which the Holy Ghost will set me as an overseer (So help me God).

Signed by.....

Signed before me

This.....day of.....

.....

..... (REV.)

(GENERAL SUPERINTENDENT)

JUDICATURE)

Signed before me

This.....day of.....

.....

..... (JUSTICE)

(JUSTICE OF THE SUPERIOR COURT OF