

PATHWAY COMMUNITY CHURCH

PCC ADMINBOARD ELECTION PROCESS



1. Notice of Election Process *(2 weeks)*

Two weeks notice to members ahead of the nominations should be given to provide an opportunity for members to prayerfully consider their nominations.

2. Ask for Nominations *(2 weeks)*

Such an approach enhances the membership's ownership of the process. It should increase their confidence in the individuals ultimately chosen and create a greater sense of responsibility in those who serve on the Admin Board. A timeline of two weeks for nominations will run concurrently with the asking of nominees to let their names stand. We cannot assume all those nominated will wish to or be able to serve. Self-nominations are permitted

- A. The Elder Board will set out the requirements for the position, then ask the congregation to nominate an active member to serve in this role.
 - a. In order to be eligible, a nominee must be an active member for a minimum of one year. They shall be at least eighteen years of age and a resident of the Pembina Valley
- B. Elders Board to make Admin Board Roles & Responsibilities documents available to congregation so they are informed of the position and can better nominate candidates that they feel will serve the role well. Also helpful for those considering letting their name stand to know what the expectations are.
- C. Elders in collaboration with the Admin Board will discern the nominations and decline any that do not meet the qualities required as outlined in the Admin Roles and Responsibilities Document.
- D. Elder Board will ask the nominees they believe fit the requirements if they wish to serve and remind them of their spiritual and practical responsibilities.

3. Testing *(2 weeks)*

The time for testing should be long enough to allow any concerns to be investigated and for transparency, but not so long that minds lose focus. Any person(s) with a concern regarding a nominee that is from a biblically based nature should contact the Elder Board in writing. The Elder Board will document the concern for the purpose of dealing with it. Once the matter has been dealt with, the documentation shall be destroyed.

- A. The Elder Board will present to membership the list of candidates who wish to be considered for, and who fulfill the criteria of the role.

- B. Testing Process for dealing with concerns will be as follows.
- a. The person(s) with a concern contacts a current member of the Elder Board with a biblically based objection, that will be documented.
 - b. The Elders Board will discuss the objection to determine Biblical rationale.
 - i. Two members of the Elder Board will address concerns that are not of a biblical nature with the person(s) who brought the concern forward.
 - ii. Objections confirmed to be of a biblical nature will be addressed with the candidate and the person(s) objecting (where appropriate * see **3.B.b.iii.** to resolve the issue and restore the relationship.
 1. Where the person(s) is unwilling to resolve the objection and restore the relationship we recognize that person as functioning outside the Biblical mandate to “love one another” and their objection will be dismissed. The nominee’s consideration will continue.
 2. Where the nominee is unwilling to resolve the objection and restore the relationship, we recognize the nominee as functioning outside the Biblical mandate to “Love one another” and their nomination will be ceased.
 - iii. Where it may not be appropriate for the person(s) and the nominee to meet and deal with the matter in person; Further investigation by the Elders will be done.
 1. If the concern does not stand against the biblical rationale, their nomination will continue.
 2. If the concern is found to be based on solid biblical rationale, the nominee will be given opportunity to withdraw their nomination until the concern is resolved.
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4. Choosing (2 weeks)

The Elder Board will call a membership meeting to call for the voting on Admin Board Nominees.

- A. The membership meets together as a group to pray over the names before voting. (Understanding that they have been praying individually up until this point)
- B. Candidates must have a 75% vote of members present in order to be elected as an Admin Board Member.
- C. If more nominees gain approval through the vote than positions that are vacant. The positions will be filled through discernment with Admin Board, Elders and Nominees

5. Appointment

Having a public recognition of those chosen to serve in their roles brings honor on God who gave them their gifts. It also makes the Admin Board 'visible' to the church and helps underline the significance to them and the church of their role.

- A. Recognition should be done at a Sunday service shortly after appointment. The Pathway web site will be updated containing member(s) photographs, contact email (via the web site) and areas of responsibility.