



2023 Elder and Deacon Nomination Form & Information

NOMINATIONS FOR ELDERS AND DEACONS ARE OPEN to the congregation for the 2023 leaders election from **Today, 1st October 2023 through, Sunday 22nd October 2023** . The election is scheduled on **Sunday, 29th October 2023**. To make a nomination, please follow the instructions below.

Following the pattern of Acts 6:1–7, the MCFA congregation identifies potential candidates for elder and deacon through the nomination process. The serving elders and pastors then review the candidates according to biblical qualifications and present qualifying candidates to the congregation for election. The Scripture is clear that it is the Holy Spirit who guides us in choosing elders and deacons for service (Acts 20:28).

INSTRUCTIONS

- **THE NOMINATOR must fill out the PART 1 of the form.**
- **THE NOMINEE must complete PART 2 and sign this form.**

Forms that are not completed and signed by the nominee will not be considered.

PART 1 — To be completed by the nominator.

Date: _____

Nominator Name: _____

Phone: _____

Email address: _____

PART 2 — To be completed by the nominee

Date: _____

Candidate must meet all eligibility requirements on page 2 of this form. Please provide preferred phone and email for your ministry use.

Nominee Name: _____

Nominee Spouse's Name: _____

Address: _____

Preferred Phone: _____

Preferred Email: _____

Signature Over Printed Name

I, _____
accept this nomination to be considered as a candidate for:
____ ELDER ____ DEACON ____ TREASURER

I believe I meet the qualifications listed on page 2 of this form and have the abilities necessary to perform the duties.

Candidate Orientation

**Sunday, October 22, 2023 after
worship services. 11:30 am or
6:00 pm**

Qualifications and Standards for Elders and Deacons

Please prayerfully study the following Scriptures

1 Timothy 3:1–13; Titus 1:6–9; 1 Peter 5:1–3; Acts 6:1–7

Moral and Spiritual Character

Above reproach

Husband of one wife/wife of one husband

Having children who believe

Not self-willed

Temperate (self-controlled, balanced)

Prudent (good judgment)

Gentle (forbearing)

Peaceable (not contentious)

Hospitable

Devout (holy, pleasing to God, loyal to His Word)

Not addicted to wine

Free from the love of money

Not shepherding for personal gain,

Not a new convert

Abilities

Able to manage his/her household well

Able to provide a model of Christian living for others to follow

Able to teach and defend the faith (qualification for elders)

Spirit-given Motivation for the Task

Personal desire to love and care for God's people

Personal desire to serve God's people and others

Not shepherding under compulsion, but voluntarily

Not lording it over the flock, but proving to be an example

Committed to the Mission and Vision of MCFA

Eligibility

Eligibility is restricted to candidates who meet these requirements:

Must be a member of MCFA and have been so for at least one year

Must not be a full-time employee of MCFA

Elder Functions & Basic Responsibilities

OVERVIEW

It is difficult to give details of all of the responsibilities of biblical elders, but this may be a helpful guide. There are three main areas of responsibility for elders: shepherding, instructing, and governing.

I. SHEPHERDING

A. Caring and watching over the flock

1. To care for the flock spiritually (Acts 20:28; 1 Peter 5:1–4) The elder will shepherd, watch, warn, instruct, and admonish.
2. To promote the faith among believers by word and by example (Hebrews 13:7)
3. To watch over the individual spiritual progress among believers (Hebrews 13:17)

B. To pray for the flock

For physical and spiritual needs (James 5:13–18)

C. To be generous

To provide voluntary help in time of need (Acts 20:34–35)

D. To exemplify the Christian life

1. The elder must be an example (1 Peter 5:3)
2. He must have responded well to suffering (1 Peter 4:12–5:4)

II. INSTRUCTIONAL

A. Preaching and teaching

1. To be able to teach and to exhort in sound doctrine (1 Timothy 3:2; Titus 1:9)
2. Believers have to be taught the truth and brought to spiritual maturity (Ephesians 4:7–16; Colossians 1:28–29).
3. To watch for false teachers and false teaching (Acts 20:28–31)
4. To warn believers about false teaching (Titus 1:9)

III. GOVERNING (1 Thessalonians 5:12–13)

A. Decision-making and church management

1. To make doctrinal decisions (Acts 15:2)
2. To manage the affairs of the church (1 Timothy 3:5)

B. To arbitrate and to rule (1 Corinthians 6:5; Hebrews 13:17; 1 Thessalonians 5:12–13)

C. Exercising discipline

To discipline individuals when appropriate (1 Corinthians 5:2)

CONCLUSION

Being an elder requires much prayer and expenditure of spiritual, emotional, and physical endeavour (1 Thessalonians 2:1–12; 1 Thessalonians 5:12–13; 1 Timothy 3:1). However, there is a great reward (1 Peter 5:4).

Deacon Responsibilities & Expectations

The following list comprises some of the responsibilities and expectations of the role of Deacon at MCFA:

1. Faithful attendance at corporate worship
2. Membership interviews
3. Serve communion
4. Hospital visitation (serving with other deacons, elders, and the pastors)
5. Prayer
6. Faithful attendance to monthly meeting (receive financial updates, membership, attendance updates, as well as briefings on other important items that impact the church family and the spiritual growth of the Body; challenge from the Pastor)
7. Pastoral Search Committee
8. Giving tithes and offerings to MCFA
9. Identification as a spiritual leader — available to congregation and guests to assist in any way
10. Potential “training ground” for future service as an elder
11. Set an example for others in the way that issues or conflicts are handled
12. Answer questions / concerns from members and guests
13. Service projects
14. Ministry service (e.g. Children’s Ministry, Men’s Ministry, Women Ministry)
15. Assist with greeting and ushering, as needed and for special events.

TREASURER Responsibilities & Expectations

The following list comprises some of the responsibilities and expectations of the role of treasurer at MCFA:

1. Faithful attendance at corporate worship.
2. Keeps an account of all monies received from the Fellowship and all monies expended, taking receipts for all disbursements, and keeping a ledger as such.
3. Oversees the counting of the regular offering and is responsible for each of offering to be receipted in a book and this to include the signature of at least one person other than the treasurer.
4. Receives all offerings from the ushers and from all other groups of the Fellowship and deposits them in a General Fund set up through a bank.
5. Ensure cheques are signed by him/her and at least one other Executive Board member or by any 2 other Executive Board members authorised by the Executive Board.