

**Calvary Baptist Church**  
**1515 east State Road 10**  
**Knox, Indiana 46534**

**Elders**

1. The Council of Elders and the church shall work together to recognize men gifted and willing to serve in this calling, and elect them in accordance with the approval of the Council of Elders. These men shall be received as gifts of Christ to His church and set apart as Elders.
2. The Elders shall be comprised of men who satisfy the qualifications for the office of Elder set forth in 1 Timothy 3:1-7 & Titus 1:6-9. It is to be understood therefore that all Pastors at CBC are Elders.
3. The Elders shall lead in a Christ-like example by:
  - A. Consistently modeling spiritual character, attitudes, values, and behavior among the Congregation.
  - B. Providing and inviting the opportunity for frequent and ongoing contact with members of the congregation.
  - C. Conducting the affairs of the church in an atmosphere of openness and mutual sensitivity, focusing as much on nurturing one another as on decision-making.
4. The Elders shall be members of the church for a minimum of three (3) years prior to serving, (1 Timothy 3:6, 5:22), with the exception of the initial Elders.
5. All Elders are to accept the Southern Baptist Convention *Baptist Faith and Message 2000* as a guideline, in accordance to Calvary Baptist Church's Statement of Faith.
6. No Elder shall hold the office of Deacon during his tenure.
7. All decisions made by the Elders shall be reached after prayerful consideration, voting in a spirit of humility, with each Elder regarding one another before himself, and moving toward the goal of unity. (Philippians 2:3-4)
8. An Elder's term of office may be terminated by resignation or by dismissal if he is found to be physically or mentally incapacitated or spiritually unqualified. (Matthew 18:15-17, 1 Timothy 3:1-7, and Titus 1:5-9)

## **Responsibilities of Elders**

1. The Elders shall, first and foremost, devote their time to prayer and the ministry of the Word by teaching and encouraging sound doctrine and practice, and by shepherding God's flock. (Acts 6:2, 4)
2. The Elders must be able to teach/preach at the request of the Pastor, or in the absence of the Pastor. (1 Timothy 3:2; 2 Timothy 4:2)
3. The Elders must give aid in procuring speakers either at the Pastor's request or in his absence. (Titus 1:9-11)
4. The Elders shall share responsibility with the Deacons to examine and instruct prospective members and recommend to the congregation those who fulfill the expectations for membership. (Titus 1:9)
5. The Elders must examine and recommend to the congregation all prospective candidates for offices and ministerial/administrative positions. (Acts 6:2-6; Titus 1:9-11)
6. The Elders shall examine and discern the need for and recommend to the congregation the creation and dissolution of all committees and groups.
7. The Elders shall oversee the work of the Deacons and appointed committees, groups, and agents of the church. (Acts 6:5)
8. The Elders shall administer/oversee the ordinances of baptism and communion, with the assistance of the Deacons.
9. The Elders shall gently but firmly admonish and correct those in error, aiding and overseeing the process of church discipline as necessary. (Matthew 18:15-17, Galatians 6:1; Titus 1:9-11)
10. The Elders shall coordinate and promote the ministries of the church, ensuring a balance between edification of the saints and evangelizing the lost, being mindful of the Kingdom's work both locally and globally. (Ephesians 4:12; 2 Timothy 4:5)
11. The Elders shall ensure that all who minister the Word to the congregation are properly qualified and scripturally sound. (1 Thess. 3:9, 5:22; 1 Timothy 6:3-5; Titus 1:9-11; James 3:1)
12. The Elders shall ensure that all song leaders, as well as all songs sung in our services, are God-honoring and edifying to the body. (Colossians 3:16; Ephesians 5:19; 1 Timothy 6:3-5; Titus 1:9-11)
13. The Elders shall be responsible for the proper staffing and supervision of that staff.
14. The Elders shall pray for the sick, and visit the congregation upon request. (James 1:27, 5:14)
15. The Elders shall communicate to the congregation on a yearly basis, or as needed regarding the activities and concerns of the Elders.

16. The Elders shall establish policies and practices for the Church consistent with her purposes.
17. The Elders and Deacons will meet together at least quarterly for the purpose of prayer.

### **Organization of Elders**

1. The number of Elders serving at any one time shall be based on the leading of the Holy Spirit.
2. An Elder's term of office shall be for three (3) years. If an Elder, (other than the Senior, Associate Pastor(s), or Youth Pastor), has served two (2) consecutive three (3) year terms, he may only be elected to the active Eldership after at least one year following the close of his last term of service as Elder. **Exception:** In unusual circumstances, the Elders may ask the congregation to allow an Elder to serve one additional one-year term.
3. Of the initial Elders (other than the Senior Pastor, Associate Pastor (s), & Youth Pastor), one (1) shall serve an initial term of three (3) years, one an initial term of four (4) years and the other an initial term of five (5) years. This will ensure stability in the infant years of the church and also allow only one (1) Elder to rotate off at a time. As the number of Elders increases to five (5), then only two shall rotate off at a time, with seven (7) Elders, only three (3) shall rotate off at a time and with nine (9) Elders, only four (4) shall rotate off at a time. Any increase or decrease in number of Elders shall be made as a recommendation from the Elders to the church body.
4. The Elders are encouraged to meet at least once per month.
5. A quorum for meetings of the Elders is defined as at least one-half of the Lay Elders plus at least one-half of the Pastoral Elders. In any matter affecting an individual Elder, at the request of the other Elders, that Elder shall remove himself from the discussion and vote.
6. The Elders shall organize themselves on a yearly basis to ensure orderly meetings.