

# **CONSTITUTION**

## **Preamble**

WHEREAS, having been organized in 2018, we the Churches of the JST Baptist Association, being convinced that an association of churches can more effectively perpetuate the cause of Christ, do adopt the following Articles as written bond of fellowship, cooperative function, and administrative purpose. This association derives from three associations that merged into one. The three associations were the Judson Baptist Association, which was organized in 1849; the Stewart Baptist Association, which was organized in 1901, being a continuation of the Dover Furnace Baptist Association (1890-1900); and the Truett Baptist Association, which was organized in 1950.

## **Article I – Name**

This Association shall be called the JST Baptist Association.

## **Article II - Mission**

The mission of this Association shall be to further the cause of Christ by enabling the churches in worship, ministry, evangelism, fellowship, and discipleship; and to provide staff leadership and volunteer services in order to fulfill this mission.

## **Article III – Membership**

A member church shall be a Baptist church, cooperating with the JST Baptist Association, the Tennessee Baptist Convention, and the Southern Baptist Convention. Member churches agree with the general intent of The Baptist Faith and Message.

A church may become a member of the Association by petitioning the Association in writing at any time, but at least ninety (90) days prior to the annual meeting. Petitioning churches shall be under the watch care of the Association for a year.

A church may voluntarily withdraw from the Association at any time by notifying the Association in writing. However, such withdrawal shall not become final until voted upon by either the Executive Board or Messengers at the Annual Meeting.

## **Article IV – Authority**

The Association shall abstain from internal problems of a participating church except upon request of the involved congregation, and shall exercise no ecclesiastical authority over any church.

## **Article V - Annual Meeting**

The Association shall meet annually in October, the time, date, and place to be set by the Annual Meeting Committee.

### **Article VI - Parliamentary Procedure**

Robert's Rules of Order (latest revised edition) shall be recognized as the authority in parliamentary procedures.

### **Article VII – Messengers**

The voting body at the Annual Meeting of the Association shall be comprised of messengers duly chosen by the churches.

Every church in this Association shall be entitled to five (5) messengers.

### **Article VIII - Officers**

#### **Section A:**

1. The officers of this Association shall be a Moderator, Vice-Moderator, Treasurer, Trustees, and Directors of Associational Departments, all of whom shall be elected annually, except as otherwise specified, and shall continue in office until a successor is elected.

2. Annually elected Officers shall be recognized and take office just prior to adjournment of the business session of the Annual Meeting.

3. The Nominating Committee shall nominate officers at the Annual Meeting, and an opportunity for nominations from the floor shall be given.

4. Interim Officers may be appointed as deemed necessary by the Executive Board.

5. All Officers are expected to attend the Annual Meeting, the quarterly Officers Meetings, and the Executive Board Meetings unless providentially hindered.

#### **Section B:**

##### **1. Trustees**

The Association shall have six (6) trustees, each serving for six (3) years on a rotation basis, with two (2) new members being elected each year. The duty of the trustees shall be to hold in trust all properties of the JST Baptist Association, to transact all legal matters pertaining thereto, and oversee maintenance and upkeep, subject to the direction of the Association.

##### **2. Moderator**

**The Duties Of The Moderator Are:**

- a. To preside over the Annual Meeting, called meetings, and the Executive Board Meetings;
- b. To encourage fellowship and mutual care among the churches of the Association;
- c. To appoint members of special committees as the need may arise, and as by the Association;
- d. To serve as an ex-officio member of all committees.
- e. Serve on the Annual Meeting Program

**3. Vice-Moderator**

**The Duties Of The Vice-Moderator Are:**

- a. To serve as parliamentarian at the Annual Meeting of the Association, called meetings, and Executive Board Meetings;
- b. To preside over the Annual Meeting, called meetings, and the Executive Board Meetings in the absence of the Moderator;
- c. To become Moderator in the event the Moderator should become unable to serve.

**4. Treasurer**

**The Duties of the Treasurer Are:**

- a. To submit a financial report at the Annual Meeting and the Executive Board Meetings;
- b. To approve records of all money received and disbursed;
- c. To account for and disburse the Associational funds. The Associational Treasury shall not be used by anyone other than the Treasurer.

**5. Sunday School Director**

It shall be the duty of the Sunday School Director to offer encouragement and assistance in establishing and/or promoting the Sunday School of all churches the Association.

**6. Discipleship Training Director**

It shall be the duty of the Discipleship Training Director to encourage, promote, or assist in establishing a Discipleship Training program in all churches in the Association.

**7. Music Director**

**The Duties of the Music Director Are:**

- a. To encourage and/or assist with the music program of all churches in the Association;
- b. To plan, attend, and participate in all Associational Singings.

**8. Brotherhood Director**

**The Duties of the Brotherhood Director Are:**

- a. To offer encouragement and assistance in establishing or promoting the Brotherhood in all churches of the Association;

- b. To serve on the Missions Committee.

## **9. WMU Director**

### **The Duties of the WMU Director Are:**

- a. To offer encouragement and assistance in establishing or promoting the WMU Organization in all churches of the Association;
- b. To promote and encourage missions and giving to mission offerings;
- c. To attend state and regional WMU functions as often as is practical and feasible;
- d. To serve on the Missions Committee;
- e. To obtain a chairperson for the WMU ministries.

## **10. Youth Director**

### **The Duties of the Youth Director Are:**

- a. To assist and encourage all churches of the Association in developing a continuing program of youth training and active participation in evangelism, soul winning, and church leadership;
- b. To serve on the Evangelism Committee.

## **11. Evangelism Director**

### **The Duties of the Evangelism Director Are:**

- a. To lead the Association in formulating plans for the annual Associational Evangelism Conference and Associational Revival;
- b. To lead the Association to address the priority of evangelism;
- c. To develop programs and functions to involve the Associational evangelistic activity and training;
- d. To serve as chairperson of the Evangelism Committee.

## **12. VBS Director**

### **The Duties of the VBS Director Are:**

- a. To assist and challenge churches to start, improve and enlarge all areas of VBS through planning, training, administration, consultation, program interpretation, and cooperative projects;
- b. To serve as a member of the Evangelism Committee.

## **13. Association Volunteer Mission Director Job Description**

A director of volunteer missions is responsible for gathering and coordinating volunteers for various mission projects. If the volunteers are providing their assistance overseas, the director is responsible for ensuring that the volunteers have the correct travel-related materials such as visas, passports and shots. The director is also responsible for engaging volunteers, managing and communicating with the churches and other mission organizations about opportunities that they may want to get involved with. The director will serve on the mission committee.

## **Article IX - Annual Report**

It shall be the responsibility of each church to complete the Annual Church Profile (ACP) provided by the Associational Administrative Assistant. All ACPs are due and should be returned to the Administrative Assistant by the September 15th of each year.

## **Article X - Executive Board**

The Executive Board of the Association shall consist of all Officers of the Association, the Chairperson of all standing committees, two (2) elected representative from each church.

The Executive Board shall annually. Additionally, the Moderator may call the Executive Board into session at any time upon notice to all Board Members, stating the purpose of the meeting.

Executive Board shall have the authority to transact any necessary Association business arising between sessions, and shall make an annual report to the Association.

The Associational Moderator, Vice-Moderator, and Treasurer shall be the Officers of the Executive Board. The Moderator or Vice-Moderator shall preside during all Board meetings, and the Administrative Assistant shall keep a written record of all proceedings.

## **Article XI - Discipline**

Disciplinary action may be taken by the Association for the following reasons:

1. Neglect of a church to send messengers to the Annual Meeting for two (2) consecutive years;
2. Neglect of a church to submit the Annual Church Profile for two (2) consecutive years;
3. Neglect of a church to financially support the Association for two (2) consecutive years;
4. A gross doctrinal error, as determined by the Association;
5. The Moderator, the Director of Missions, and/or doctrine & credentials committee should seek reconciliation with the church.

## **Article XII - Amendments**

Any proposal for amending the Constitution must be presented in writing to the Association during the business session of the annual meeting. A period of 90 days must be given for publication before consideration by the Association and a two-thirds (2/3) vote of messengers present shall be necessary to make such changes.

## **Article XIII-Staff**

### **Director of Missions**

**Duties of the Director of Missions Are:**

- a. Work with Advisory Committee to assess staff performance, financial, physical and spiritual needs of DOM and staff and Association.
- b. Work with Area Program Committee, Association leaders and other committees in planning and conducting activities designed to strengthen the churches according to their needs, and to maintain effective mission ministries in the area.
- c. Lead in planning and coordination of calendar(s) of events for the Association. To be presented each year to the annual meeting business session and printed in the minutes of the annual meeting.
- d. Lead in training Associational organizational leaders and committees.
- e. Provide counsel and help as reasonably requested by Pastors and Churches.
- f. Assist in stewardship development in order to under gird the work of the Association and encourage growth in the support of mission causes through the Cooperative Program.
- g. Assist in maintaining a Biblical evangelism concern in the Association.
- h. Serve as denominational contact person in the Association relaying quickly news of interest to churches by use of a monthly newsletter, reports to the Executive Board, or other communication as considered appropriate by the DOM.
- i. A report of DOM activities and concerns will be made at each Executive Board meeting and an annual report will be presented by the DOM to the Administrative Assistant for inclusion in the “Book of Reports” for the annual meeting(s). The DOM will report regularly to the Missions Department of the TBC.
- j. The DOM will demonstrate true commitment to the purpose of Association.

### **Administrative Assistant**

#### **Duties of the Administrative Assistant Are:**

- a. Work with the DOM to enhance the ministry of the association.
- b. Serve in a secretary role such as writing letters and contacting associational leaders.
- c. Attend executive meetings and annual meetings. Prepare paperwork for the meetings and take the minutes at each meeting. And to attend associational events in the absence of the DOM.
- d. Be present in the Bon Aqua office or Dover office for two half days.
- e. Publish newsletter(s) of the Association. The newsletter should contain news of interest, highlights of Executive Board action, treasurer’s report, upcoming dates of Association activities, and other information and inspiration from the churches and association.
- f. Provide counsel and help as reasonably requested by Pastors and Churches under the directions of the DOM.
- g. Assist in stewardship development in order to under gird the work of the Association and encourage growth in the support of mission causes through the Cooperative Program.
- h. Assist in maintaining a Biblical evangelism concern in the Association.
- i. Serve as contact person in the Association relaying quickly news of interest to churches by use of a monthly newsletter, reports to the Executive Board, or other communication as considered appropriate by the DOM.

A report of activities and concerns will be made at each Executive Board meeting (written or personal)

and an annual report will be presented to the Association.

## **Article XIV – Committees**

The following committees, including chairpersons, shall be nominated by the Nominating Committee at the Annual Meeting, and an opportunity for nominations from the floor shall be given. Each committee member shall serve one year beginning at the conclusion of the Annual Meeting. The DOM is asked to attend committee meetings but is not allowed to act as an ex-officio.

### **1. Annual Meeting Committee**

This committee shall consist of Moderator, Vice Moderator, & Director of Missions and have the following responsibilities:

- a. To propose an order of business for the Annual Meeting;
- b. To propose place, dates and speakers for the Annual Meeting at least two years in advance;
- c. To publicize the complete order of business for the Annual Meetings to the churches in the Association at least thirty (30) days in advance;
- d. In cooperation with the Moderator and other program personnel, to arrange for all facilities needed for the Annual Meetings;
- e. To receive invitations from churches and suggestions for program emphasis and personnel for future sessions.

### **2. Budget Committee**

This committee shall consist of at least six (6) members, and shall have the following responsibilities:

- a. To work with the Treasurer in developing and recommending an Associational budget based on the Constitutional Objectives stated in Article II;
- b. To make recommendations concerning proposed expenditures not included in the budget;
- c. To review expenditures periodically and recommend budget adjustments if needed.

### **3. Evangelism Committee**

The committee shall consist of at least six (6) members, including the VBS Director, Youth Director, WMU Director, and Brother Director, and shall have the following responsibilities:

- a. To promote the cause of Christ by encouraging all churches to be evangelistic in outreach and in ministering to the lost.
- b. To plan and conduct evangelistic rallies, revivals, and conferences annually.

### **4. Missions Committee**

This committee shall consist of at least six (6) members, including the VBS Director, Youth Director, WMU Director, and Brother Director, and shall have the following responsibilities:

- a. To lead the Association to address the priority of missions in the United States and around the world;
- b. To assist the Director of Missions in the mission work of the Association.

### **5. Nominating Committee**

This committee shall consist of at least six (6) members, and shall have the following responsibilities:

- a. To select, interview, enlist, and recommend Associational officers, standing committee members, and chairpersons;
- b. To present workers to the Association at the Annual Meeting for election;
- c. To assist Associational program leaders in discovering and enlisting qualified persons to fill positions in their respective organizations;
- d. To make recommendations for filling vacancies in positions that may occur during the year.

### **6. Doctrine & Credentials Committee**

This committee shall examine Credentials of new churches and make the necessary recommendation after examination, seek to reconcile with any church under disciplinary action, and also counsel with any church when requested.

### **7. Advisory Committee**

This committee coordinates between the DOM, the Tennessee Baptist Convention (TBC) and the North American Mission Board (NAMB). This committee covenants to work to establish a job description for the DOM and staff, monitor performance, access financial, physical and spiritual needs of the DOM and staff.