

South Texas Policies:

DISTRICT POLICIES SOUTH TEXAS DISTRICT UPCI ADOPTED BY THE DISTRICT BOARD

ARTICLE I CHILDREN'S MINISTRY

Section 1. *Name*

1. This department shall be the district Sunday School Department as described in the policies of the United Pentecostal Church International.
2. Within the South Texas District, this department shall be known as Children's Ministry.

Section 2. *Officers*

1. The district Children's Ministry Department shall have a district Children's Ministry director, a district Children's Ministry secretary-treasurer, and a sectional Children's Ministry director from each section. These officers shall be the district Children's Ministry committee. This committee may also include an educational director, rally and convention superintendent, a publicity director, and any other assistants as approved by the District Board.
2. The district Children's Ministry executive committee shall consist of the district Children's Ministry director, the district Children's Ministry secretary-treasurer, and the district superintendent.

Section 3. *Election of Officers*

1. The district Children's Ministry director and the district Children's Ministry secretary-treasurer shall be elected by the District Conference for a term of two years or until their successors are chosen. The two officers shall be elected on alternating years, the Children's Ministry director being elected concurrent with the district superintendent, and the district Children's Ministry secretary-treasurer being elected concurrent with the district secretary-treasurer.

2. The sectional Children's Ministry director shall be nominated by the district superintendent, district Children's Ministry director, and the district presbyter of the section concerned, and shall be elected by the ministers of that section, for a term of two years or until a successor is chosen.
3. As with all elected officers, they shall be subject to term limits as defined in Article I, Section 8 of the South Texas District Constitution.

Section 4. *Qualifications*

1. The district Children's Ministry officers shall hold ministerial license with the United Pentecostal Church International and be members in good standing of the South Texas District.
2. The district Children's Ministry director shall hold general license or be ordained.

Section 5. *Duties*

1. Duties of the district Children's Ministry director
 - a. Oversee the district Children's Ministry program.
 - b. Work in harmony with the General Sunday School Division.
 - c. Preside at all district Children's Ministry committee meetings.
 - d. Report to and work under the supervision of the District Board.
 - e. Make an annual written report to the District Board and District Conference.
 - f. Serve as a member of the General Sunday School Board.
2. Duties of the district Children's Ministry secretary-treasurer
 - a. Take minutes of Children's Ministry committee meetings and preserve Children's Ministry records.
 - b. Oversee the district Children's Ministry funds, which shall be deposited with and disbursed by the district secretary-treasurer.
 - c. Report to and work under the supervision of the district Children's Ministry director.
3. Duties of the sectional Children's Ministry directors
 - a. Plan, promote, and conduct all Children's Ministry activities in the section.

- b. Work in full cooperation with and under the supervision of the district Children's Ministry director.
- c. Work in harmony with and under the supervision of the sectional presbyter.

Section 6. *Finances*

- 1. All local Sunday schools are encouraged to give a tithe of their income to the district Children's Ministry treasury or else give a minimum monthly offering of \$20.00.
- 2. All district Children's Ministry funds shall be received by the district secretary-treasurer.
- 3. The disbursement of all district Children's Ministry funds shall be initiated by the district Children's Ministry secretary-treasurer upon request of the district Children's Ministry director and with approval of the district secretary-treasurer.
- 4. A percentage of the Save Our Children offering retained in the district may be sent to the sectional treasuries for the purpose of promoting Children's Ministry. This percentage shall be determined annually by the district board.

Section 7. *Children's Ministry Events*

- 1. It is recommended that the district Children's Ministry program include an annual children's camp, one or more Children's Ministry conventions or seminars per year, sectional rallies, the General Sunday School teacher training program, the General Sunday School financial program, the General Sunday School promotional program, and any other programs adopted by the General Sunday School Division.
- 2. The South Texas District Children's Ministry may coordinate and supervise an annual children's camp. This shall be planned at the departmental planning session each year with the activities, promotions, and speakers to be approved by the District Board.

Section 8. *Children's Ministry Promotion*

- 1. All district Children's Ministry programs shall be under the direction of the District Board.
- 2. The South Texas District has adopted the General Sunday School Division policy of the United Pentecostal Church International.

ARTICLE II FOREIGN MISSIONS

Section 1. *Preamble and Name*

1. Inasmuch as we are called of God to go into all the world and preach the gospel to every creature, it is the purpose of the United Pentecostal Church International to carry the gospel to the whole world and to help establish self-supporting, self-governing, and self-propagating national churches.
2. The Foreign Missions policy of the South Texas District is a cooperative effort among local pastors and churches, the General Foreign Missions Division, and missionaries. It is the desire and burden of this department for every church in the district, regardless of size, to have the opportunity to host a missionary service and hear from the heart of a burdened missionary.
3. The name of this department shall be the South Texas District Foreign Missions Department.

Section 2. *Purpose*

1. To arrange the itineraries for missionaries under appointment and on furlough in the district.
2. To assist Associates in Missions who originate from the South Texas District in raising their budget. Assistance will be provided on the basis of need and with approval of the district superintendent and district Foreign Missions director. Assistance in scheduling services for AIMers must not interfere with obligations to fully appointed missionaries.
3. To promote Faith Promise and Partners in Missions in the district, providing materials and assistance when possible to any pastor who desires help.
4. To promote the cause of Foreign Missions whenever and wherever possible.

Section 3. *District Foreign Missions Board (or Committee)*

1. The district Foreign Missions committee shall consist of:
 - a. District Foreign Missions director.

- b. District Foreign Missions secretary-treasurer, if the District Board deems this position to be necessary.
 - c. Sectional Foreign Missions directors, one from each section.
2. Qualifications: Each member must hold ministerial license with the United Pentecostal Church International and be a member in good standing of the South Texas District.
 3. Duties: Meet as often as necessary, at least twice a year, to conduct business and plan the programs for the department.
 4. The purpose of this board is to carry out the responsibilities in Section 2 above.

Section 4. *District Foreign Missions Director*

1. The district Foreign Missions director shall be elected by the District Conference.
2. The term of office shall be for two years, concurrent with the district superintendent. As with all elected officers, he shall be subject to term limits as defined in Article I, Section 8 of the South Texas District Constitution.
3. Qualifications
 - a. These are the same as that of a presbyter.
 - b. He must have demonstrated interest in the foreign missionary endeavor of the United Pentecostal Church International and an ability to inspire such an interest in others.
4. Duties
 - a. Oversee the district Foreign Missions program, promoting the cause of Foreign Missions and carrying out the purpose of the district Foreign Missions Department in Section 2 above.
 - b. Work in harmony with the General Foreign Missions Division.
 - c. Preside at all district Foreign Missions board meetings.
 - d. Coordinate the itineraries of missionaries under appointment or on furlough with the sectional Foreign Missions directors.
 - e. Report to and work under the supervision of the District Board.
 - f. Make an annual written report to the District Board and District Conference.

- g. Attend the meetings of the district Foreign Missions directors.

Section 5. *District Foreign Missions Secretary-Treasurer*

1. The district Foreign Missions secretary-treasurer shall be elected by the District Conference.
2. The term of office shall be two years, to be concurrent with the district secretary. As with all elected officers, he or she shall be subject to term limits as defined in Article I, Section 8 of the South Texas District Constitution.
3. Duties
 - a. Take minutes of district Foreign Missions meetings and preserve Foreign Missions records.
 - b. Oversee the district Foreign Missions funds, which shall be deposited with and disbursed by the district secretary-treasurer.
 - c. Report to and work under the supervision of the district Foreign Missions director.
4. If the District Board, in its discretion, decides that there should not be a secretary-treasurer, then the district Foreign Missions director shall act in this capacity and ensure that these duties are fulfilled.

Section 6. *Sectional Foreign Missions Directors*

1. Each section of the district shall be represented on the district Foreign Missions board by a sectional Foreign Missions director.
2. Sectional Foreign Missions directors shall be nominated by the district superintendent, the district Foreign Missions director, and the district presbyter of the section concerned, and shall be elected by the ministers of that section, for a term of two years or until a successor is chosen. As with all elected officers, he or she shall be subject to term limits as defined in Article I, Section 8 of the South Texas District Constitution.
3. Duties
 - a. Work in full cooperation with and under the supervision of the district Foreign Missions director.
 - b. Work in harmony with and under the supervision of the sectional presbyter.

- c. Attend the district Foreign Missions activities when possible and attend the district Foreign Missions committee meetings.
- d. Plan and promote missionary rallies in the section.
 - (1) The host pastor shall be instructed in the financial program before it is introduced.
 - (2) The host pastor will be provided with an agenda of the meeting for his approval.
 - (3) No missionary offering is to be raised or received at this meeting. The meeting is to educate and initiate concerning Faith Promise and Partners in Missions.
 - (4) An expense offering is to be taken and given to the sectional director for the expense of this service.
 - (5) After the immediate expense has been taken care of, any excess money is to be forwarded to the district secretary for the Foreign Missions fund.
- e. Arrange the itineraries for missionaries who are sent to his section by the district Foreign Missions director.
 - (1) The sectional director shall follow the guidelines and timetable set forth by the district Foreign Missions director for contacting churches and scheduling services.
 - (2) The sectional director should schedule a minimum of 70 percent of the services assigned to his or her section.
 - (3) As requested by the district Foreign Missions director, the sectional director should conduct an exit survey with the pastor within seven days after the missionary service. The survey will be used to evaluate the effectiveness of the missionary service and to determine ways to make improvements. Surveys are to be forwarded to the district Foreign Missions director.
 - (4) The sectional director should maintain a current database for all churches and daughter works in his or her section, and update it quarterly. Changes should be verified with the district office.

Section 7. *Finances*

1. There are three sources of revenue for the district Foreign Missions Department.
 - a. Booking fees (tithes on personal offerings) paid by missionaries who hold services in the district.
 - b. Rebate from the General Foreign Missions Division for the number of participating churches in the district.
 - c. Monthly Partners in Missions (PIM) contributions from churches or individuals who sponsor the district Foreign Missions Department.
2. The booking fees and rebate will be used to cover the operating expenses of the district Foreign Missions Department. The revenue from PIMs will be used for three purposes:
 - a. Make contributions on behalf of the district at conferences and camps, as approved by the district superintendent and district Foreign Missions director.
 - b. Defray expenses of Faith Promise seminars and of promotional activities at district events.
 - c. Provide missionary services for home missionaries, based on need and availability. These missionary services must be approved by the district Foreign Missions director and the district Home Missions director.

Section 8. *Foreign Missions Promotion*

1. All district Foreign Missions programs shall be under the direction of the District Board.
2. The South Texas District has adopted the General Foreign Missions Division policy of the United Pentecostal Church International.

**ARTICLE III
HOME MISSIONS**

Section 1. *Name*

The name of this department shall be the South Texas District Home Missions Department.

Section 2. *Officers*

1. The South Texas District shall have a district Home Missions director, a district Home Missions secretary-treasurer, a district Home Missions committee composed of sectional directors, and a district Home Missions executive committee.
2. As with all elected officers, they shall be subject to term limits as defined in Article I, Section 8 of the South Texas District Constitution.

Section 3. *District Home Missions Director*

1. Qualifications
 - a. The district Home Missions director shall be at least thirty years of age, must have been a minister in good standing with the United Pentecostal Church International for at least two years, must have been ordained at least one year, must have proven loyal to the organization and the cause of Home Missions by cooperation in building up the work, and must have been a member of the South Texas District for at least one year.
 - b. He or she shall be elected by the District Conference for a two-year term, concurrent with the office of district secretary-treasurer.
2. Duties
 - a. Oversee the district Home Missions program and promote Home Missions work through the district, including time allotted at District Conference and Family Camp.
 - b. Work in harmony with the General Home Missions Division.
 - c. Preside at all district Home Missions board meetings.
 - d. Assist in the raising of funds for Home Missions projects.
 - e. Obtain all available materials to promote Home Missions in the district.
 - f. Report to and work under the supervision of the District Board.
 - g. Make an annual written report to the District Board and District Conference.
 - h. Serve as a member of the General Home Missions Board.

Section 4. *District Home Missions Secretary-Treasurer*

1. The district Home Missions secretary-treasurer must hold ministerial license with the United Pentecostal Church International and be a member in good standing of the South Texas District.
2. Duties
 - a. Take minutes of Home Missions meetings and preserve Home Missions records.
 - b. Oversee the district Home Missions funds, which shall be deposited with and disbursed by the district secretary-treasurer.
 - c. Report to and work under the supervision of the district Home Missions director.

Section 5. *District Home Missions Executive Committee*

1. Members
 - a. District Home Missions director.
 - b. District superintendent.
 - c. Sectional presbyter in whose section any particular project under consideration is located.
 - d. Sectional Home Missions director.
2. Duties: Act upon Home Missions matters between meetings of the district Home Missions committee, and act upon daughter work applications.
3. The district superintendent shall chair the executive committee.

Section 6. *District Home Missions Board (or Committee)*

1. Members
 - a. District Home Missions director.
 - b. District Home Missions secretary-treasurer.
 - c. Sectional Home Missions directors shall be nominated by the district superintendent, the district Home Missions director, and the district presbyter of the section concerned, and shall be elected by the ministers of that section, for a term of two years or until a successor is chosen.
 - (1) Each sectional Home Missions director shall be paid mileage from the Home Missions Department for travel pertaining to district Home Missions special-called meetings.
 - (2) Mileage is not paid to the sectional Home Missions directors to the District Conference.

2. Duties
 - a. Meet together as often as necessary, at least twice each year, to conduct business and plan the programs for the department. All programs outlined and recommended by the district Home Missions board shall be presented to the District Board for their approval.
 - b. Promote evangelism in each section of the district through the planting of new churches and daughter works and related activities.
 - c. Formulate district Home Missions policy, subject to District Board approval. This policy shall not conflict with the General Home Missions Division policy.
 - d. Ensure an adequate supply in the district of all literature and evangelism tools that are available through the General Home Missions Division.
 - e. Sectional directors are to work in full cooperation with and under the supervision of the district Home Missions director.
 - f. Sectional directors are to work in harmony with and under the supervision of the sectional presbyter.

Section 7. *Finances*

1. To finance the Home Missions program in the South Texas District, it is requested:
 - a. That each church and/or minister send at least one offering each month for this purpose.
 - b. That offerings be taken for this purpose at sectional rallies, with the total offering being submitted to the district secretary-treasurer.
2. All money raised in our district under the banner of Home Missions shall be used exclusively for Home Missions work.
3. An individual who solicits funds for a Home Missions work must have a letter of recommendation from the district Home Missions executive committee of the district.

Section 8. *Definition of a Home Missions Work*

1. A Home Missions work is defined as a church that is not over five (5) years in existence.

2. In special circumstances, Home Missions funds or other assistance may be requested for a work that does not meet the above definition. In such cases, the request may be reviewed and endorsed by the district Home Missions board, and final approval must be obtained from the district Home Missions executive committee or the District Board.

Section 9. *Obtaining Financial Assistance*

1. When ministers or churches desire financial assistance from the Home Missions Department to help them in evangelizing new fields or in building new works, they shall make written application using the appropriate form from the district Home Missions Department.
2. The sectional presbyter and the sectional Home Missions director shall investigate each request and submit their findings to the district Home Missions executive committee.
3. It is the responsibility of the sectional presbyter and the sectional Home Missions director to implement the following safeguards:
 - a. To see that funds are properly used as requested.
 - b. To see that deeds are properly executed.
 - c. The following shall be designated as trustees or directors when it is deemed necessary: sectional presbyter, sectional Home Missions director, and local pastor.
 - d. At such time when the assembly desires to elect their own trustees or directors, they shall apply for such permission to the District Board through the district Home Missions director.
4. Unless otherwise specified, all financial assistance shall be considered an interest-free loan to be repaid by monthly and annual Home Missions offerings.
5. Loans in the amount of \$1,000.00 or more shall be secured by a note and deed of trust or other acceptable lien.
6. Grants will only be provided to affiliated churches.

Section 10. *Portable Church Building*

The district Home Missions Department is authorized to purchase a portable church building to be used in the establishing of new works under direction of the District Board.

Section 11. *Beginning a Home Missions Church or Daughter Work*

1. No minister shall attempt to begin a new church without written permission from the District Board, before whom he or she must appear in person.
2. All applications for permission to begin a new church must be submitted in writing ninety (90) days prior to the time applicant desires to meet the District Board. The district secretary shall notify the sectional presbyter of the applicant's intention at least sixty (60) days prior to the District Board meeting. The presbyter shall notify and meet with the neighboring pastors, if applicable, at least thirty (30) days before the District Board meeting. The neighboring pastors shall be invited to meet with the presbyter, if desired, and/or the District Board to share input, and their views shall be considered before a final decision is made. Any exceptions to the above times are in the discretion of the District Board. The application shall specify an exact location for the new work. If approved, the District Board will establish a permitted radius or boundary in which the work can locate. Any proposed move outside of this approved area will need additional approval from the District Board.
3. A daughter work is a branch work or other sponsored work that is begun with the intention of ultimately establishing a new church. (This does not include a branch Sunday school, Sunday school annex, home Bible study, or outreach service in an institution such as a jail, university, retirement home, or nursing home.) No minister or church shall attempt to begin a new daughter work without written permission from the District Board. The application is to be made to the district Home Missions executive committee, which shall obtain input from the neighboring pastors, if applicable. The committee's decision is subject to the approval by the District Board.
4. For a daughter work to become a church, the mother church pastor must issue a letter of release and the procedure of Paragraphs 1 and 2 must be followed.
5. All new works shall not accept members from nearby UPCI churches for a period of one year.

Section 12. *Home Missions Promotion*

1. All district Home Missions programs shall be under the direction of the District Board.
2. The South Texas District has adopted the General Home Missions Division policy of the United Pentecostal Church International.

**ARTICLE IV
LADIES MINISTRY**

Section 1. *Name*

The name of this department shall be the South Texas District Ladies Ministry.

Section 2. *Officers*

1. District Ladies Ministry president (or director)
2. District Ladies Ministry secretary-treasurer
3. Sectional Ladies Ministry president (or director) and, when necessary, secretary-treasurer

Section 3. *Election of Officers*

1. The district Ladies Ministry president shall be elected by the District Conference for a period of two years, to be concurrent with the election of the district superintendent.
2. The district Ladies Ministry secretary-treasurer shall be elected by the District Conference for a term of two years, to be concurrent with the election of the district secretary-treasurer.
3. The sectional Ladies Ministry president and sectional Ladies Ministry secretary-treasurer shall be nominated by the district superintendent, the district Ladies Ministry president and the district presbyter of the section concerned, and shall be elected by the ministers of that section, for a term of two years or until a successor is chosen.
4. As with all elected offices, all these officers shall be subject to term limits as defined in Article I, Section 8 of the South Texas District Constitution.

5. Qualifications: All officers must be ladies and must be members in good standing of a local United Pentecostal Church in the South Texas District.

Section 4. Duties

1. Duties of the district Ladies Ministry president
 - a. Oversee the district Ladies Ministry program, and promote Ladies Ministry work throughout the district.
 - b. Visit various churches of the district when invited to promote local Ladies Ministry organizations.
 - c. Work in harmony with the General Ladies Ministry.
 - d. Preside at all district Ladies Ministry committee meetings.
 - e. Report to and work under the supervision of the District Board.
 - f. Make an annual written report to the District Board and District Conference.
 - g. Serve as a member of the General Ladies Ministry Committee.
2. Duties of the district Ladies Ministry secretary-treasurer
 - a. Take minutes of Ladies Ministry committee meetings and preserve Ladies Ministry records.
 - b. Oversee the district Ladies Ministry funds, which shall be deposited with and disbursed by the district secretary-treasurer.
 - c. Report to and work under the supervision of the district Ladies Ministry director.
3. Duties of the Ladies Ministry sectional president and sectional secretary
 - a. Keep a record of all sectional rallies and meetings.
 - b. Inform the Ladies Ministry leaders of local churches of any Ladies Ministry activities in the section.
 - c. Work in full cooperation with and under the supervision of the district Ladies Ministry director.
 - d. Work in harmony with and under the supervision of the sectional presbyter.

Section 5. Finances

1. It is recommended that, with the consent of the pastor, each lady contribute a minimum of one dollar per month into the Ladies Ministry of the local church.

2. Each local church Ladies Ministry is encouraged to give a tithe of its income to the Sectional Secretary-Treasurer or else give a minimum monthly offering of \$20.00. Of the amount received by the Sectional Secretary-Treasurer, it is recommended that 50% be sent to the District Ladies Ministries.
3. Of the 50 percent of the Mother's Memorial Offering retained in the district, the Ladies Ministry Department may send a percentage to the sections for the purpose of promoting Ladies Ministry within the sections. This percentage shall be determined annually by the District Board.

Section 6. *Ladies Ministry Promotion*

1. All district Ladies Ministry programs shall be under the direction of the District Board.
2. The South Texas District has adopted the General Ladies Ministry policy of the United Pentecostal Church International.

ARTICLE V MARRIAGE AND FAMILY MINISTRY

Section 1. *Name.*

1. The name of this department shall be called the South Texas District Marriage and Family Department.

Section 2. *Purpose.*

1. The purpose of this department is to minister to the spiritual and emotional needs of families and singles. It will also provide resources and confidential counseling for ministers and their families as needed.

Section 3. *Officers.*

1. Director
2. Secretary-treasurer

Section 4. *Committees.*

1. Cultural Committee composed of ministers of diverse cultures appointed by the Presbyter.
2. Program Committee composed of one member from each section appointed by the Presbyter.

3. Singles Committee composed of one member from each section appointed by the Presbyter.

Section 5. *Qualifications.*

1. The director and secretary must be persons at least 30 years of age with unquestionable character who are cooperative and loyal to their district and/or local churches. They must conform to the fundamental doctrine of the United Pentecostal Church International and hold either general license or be ordained. Additionally, the Director shall have education and/or training in the area of human relationships. The Director and Secretary shall be elected by the District Conference for a term of two years.
2. The members of the Cultural Committee shall hold ministerial license with the United Pentecostal Church. They must be persons with unquestionable character who are cooperative and loyal to their district and/or local churches. They must conform to the fundamental doctrine of the United Pentecostal Church International. Committee members shall be appointed by the Presbyter.
3. The members of the Program Committee shall be persons with unquestionable character who are cooperative and loyal to their district and/or local churches. They must conform to the fundamental doctrine of the United Pentecostal Church International. Committee members shall be appointed by the Presbyter.
4. The members of the Singles Committee shall be persons with unquestionable character who are cooperative and loyal to their district and/or local churches. They must conform to the fundamental doctrine of the United Pentecostal Church International. Committee members shall be appointed by the Presbyter.

Section 6. *Duties.*

1. Duties of the director.
 - a) Oversee the planning and work of the Marriage and Family Department.
 - b) Preside over all Marriage and Family Department meetings.

- c) Report to and work under the supervision of the District Board.
 - d) Make an annual written report to the District Board and District Conference.
2. Duties of the secretary-treasurer.
- a) Take minutes and preserve records of the Marriage and Family Department meetings.
 - b) Keep record of all receipts and disbursements of the Marriage and Family Department. Make an annual financial report for the District Board.
 - c) Work in cooperation with and under the supervision of the Marriage and Family Director.
3. Duties of the Cross-Cultural Committee.
- a) To act as consultants to the departmental Director in planning functions and materials that meets the needs of the multicultural population in the South Texas District.
4. Duties of the Program Committee.
- a) Coordinate retreats, programs, and exhibits under the direction of the departmental Director.
 - b) Plan and develop promotional material for all departmental functions pertaining to marriage and family.
 - c) Create and organize fund raising activities for the financial needs of the Marriage and Family Department.
5. Duties of the Singles Committee.
- a) Coordinate retreats, programs, and exhibits that meet the needs of the multicultural population in the South Texas District under the direction of the departmental Director.
 - b) Plan and develop promotional material for all departmental functions pertaining to singles.

Section 7. *Ministries of the Marriage and Family Department.*

- 1. To strengthen the marriages and families of the people in the South Texas District through marriage retreats, family camp sessions, and informational materials.
- 2. To strengthen the families of ministry through marriage retreats, through sessions at family camp, District

Conference, Sectional Conferences and through informational materials.

3. To provide fellowship and support for the singles of the South Texas District.

ARTICLE VI MEDIA MISSIONS

Section 1. *Name and Purpose*

In view of the world's unprecedented population explosion, with deep conviction that the gospel of the Lord Jesus Christ must be preached to all people; and sensing the urgency of this hour and the opportunity offered by radio to minister to more people for each dollar invested; the Media Missions Department is hereby established to help reach the South Texas District.

Section 2. *District and Sectional Directors*

1. The South Texas District shall have a district Media Missions director and sectional Media Missions directors, one for each section.
2. Qualifications: Hold ministerial license with the United Pentecostal Church International and be a member in good standing of the South Texas District.

Section 3. *Election and Term of Office of the District Director*

1. The district Media Missions director shall be elected by the District Conference.
2. The term of office shall be for two years concurrent with the office of district superintendent. As with all elected officers, he or she shall be subject to term limits as defined in Article I, Section 8 of the South Texas District Constitution.

Section 4. *Duties of the District Director*

1. Oversee the district Media Missions program, cultivating an interest in the radio voice of the United Pentecostal Church International.
2. Work in harmony with the General Media Missions Division, promoting the cause of international radio evangelism.

3. Arrange for district rallies among the churches to promote radio evangelism on both district and international levels as well as to raise funds for the operation of the radio voice of the United Pentecostal Church International.
4. It is recommended that the director endeavor to reach every section of the district with a special emphasis during the Thanksgiving season in conjunction with the annual Media Missions Thanksgiving offering. He shall work closely with the General Media Missions Division and district officers so as not to infringe on other national or district programs.
5. Preside at all district Media Missions committee meetings.
6. Ensure that minutes are taken at district Media Missions committee meetings and preserve Media Missions records.
7. Oversee the district Media Missions funds, which shall be deposited with and disbursed by the district secretary-treasurer.
8. Report to and work under the supervision of the District Board.
9. Make an annual written report to the District Board and District Conference.
10. Attend the meetings of the district Media Missions directors.

Section 5. *Sectional Media Missions Directors*

1. Selection and term of office: The sectional Media Missions director shall be nominated by the district superintendent, the district Media Missions director, and the district presbyter of the section concerned, and shall be elected by the ministers of that section, for a term of two years or until a successor is chosen. As with all elected officers, he or she shall be subject to term limits as defined in Article I, Section 8 of the South Texas District Constitution.
2. Duties
 - a. Promote Media Missions throughout his or her section.
 - b. Work in full cooperation with and under the supervision of the district Media Missions director.
 - c. Work in harmony with and under the supervision of the sectional presbyter.

- d. Attend all meetings of the district Media Missions committee and attend all other district Media Missions meetings to the extent possible.
- e. Conduct whatever meetings he or she and the district Media Missions director deem necessary to plan and coordinate the Media Missions affairs of the section. These meetings shall be called with the permission of the sectional presbyter.
- f. Lead his or her section in raising the Media Missions Thanksgiving offering and other funds.

Section 6. *Finances*

1. All expenses of conducting Media Missions services within the district may be reimbursed from the offerings received in these services. The balance will be divided equally between the district and general Media Missions treasuries, in accordance with district financial policy.
2. It is recommended that the district Media Missions representative attend the General Conference, District Conference, and any Media Missions rallies or seminars in his locale, with expenses to be paid whenever possible from the district Media Missions treasury. The balance of funds in the district Media Missions treasury should be used to promote the Media Missions radio broadcast on a district level.
3. All funds raised within the district during the Thanksgiving season in conjunction with the annual Media Missions offering shall be divided as follows:
 - a. 40 percent is to be retained in the district to promote Media Missions within the district. A percentage of the amount retained in the district may be remitted to the sectional treasuries for the purpose of promoting Media Missions within the sections. This percentage shall be determined annually by the District Board.
 - b. 60 percent is to be sent to the general headquarters office of Media Missions.

Section 7. *District Tape Recordings*

The South Texas District Media Missions Department shall be the official South Texas District recorder and producer of audiotapes and videotapes for all district

functions except as otherwise authorized by the District Board.

Section 8. *Media Missions Promotion*

1. All district Media Missions programs shall be under the direction of the District Board.
2. The South Texas District has adopted the General Media Missions Division policy of the United Pentecostal Church International.

ARTICLE VII MEN'S MINISTRY

Section 1. *Name*

The name of this department shall be the South Texas District Men's Ministry.

Section 2. *Purpose*

1. To inform and inspire Apostolic men, by developing and disseminating information pertinent to being men of moral and spiritual power.
2. To unite Apostolic men and to motivate and mobilize Apostolic men to find their place in kingdom service.

Section 3. *District Director*

1. Election: The district director of men's ministry shall be nominated by the District Board and ratified by the district conference for a term of two years or until his successor is chosen. His term shall be concurrent with that of the district superintendent. As with all elected officers, he shall be subject to term limits as defined in Article I, Section 8 of the South Texas District Constitution.
2. Qualifications: Must be a man of unquestionable character and integrity, at least 25 years old, hold ministerial license with the United Pentecostal Church International, and be a member in good standing of the South Texas District.
3. Duties.
 - a. Oversee the district Men's Ministry program, doing everything possible to inspire each local congregation to establish and maintain a ministry to men, as the pastors deem appropriate.

- b. It is recommended that he organize a district men's conference or retreat.
- c. Work in harmony with the general men's ministry called Apostolic Man.
- d. Preside at all district Men's Ministry committee meetings. This committee is to be composed of members appointed by the district superintendent in consultation with the district Men's Ministry director.
- e. Report to and work under the supervision of the District Board.
- f. Make an annual written report to the District Board and District Conference.
- g. Ensure that minutes are taken at district Men's Ministry committee meetings and preserve men's Ministry records.
- h. Oversee the district Men's Ministry funds, which shall be deposited with and disbursed by the district secretary-treasurer.

Section 4. *Finances*

- 1. It is recommended that revenue be obtained through the registration of men for membership in the Apostolic Man ministry. That registration will entitle one to receive the *Apostolic Man* magazine, online e-zine updates, as well as have access to any members-only area of the ministry website.
- 2. It is recommended that all men's conferences consider including a small amount in their registration fees to help underwrite the efforts of the general program.
- 3. A Father's Day Offering will be received for Men's Ministry with 50 percent to be sent to the General Men's Ministry and 50 percent to be retained in the district.

Section 5. *Men's Ministry Promotion*

- 1. All district Men's Ministry programs shall be under the direction of the District Board.
- 2. The South Texas District has adopted the General Men's Ministry policy of the United Pentecostal Church International.

ARTICLE VIII
SOUTH TEXAS VISION

Section 1. *Name and Purpose*

1. The official publication of the South Texas District shall be the *SOUTH TEXAS VISION*.
2. It shall be published bimonthly to transmit the district's vision to the constituency while also serving as a public relations tool.

Section 2. *Funds*

1. Prices and policies of the *Vision* shall be set by the District Board.
2. Funds for the *Vision* shall be deposited with and disbursed by the district secretary-treasurer.

Section 3. *Material*

Each department of the South Texas District shall cooperate in furnishing material for the *Vision* each month, with the editor retaining editorial privilege as to the material used.

Section 4. *Staff*

1. The District Board shall appoint the editor and other staff as may be necessary to publish and mail the *SOUTH TEXAS VISION*. The appointment of the editor is to be ratified by the District Conference.
2. The editor shall hold ministerial license with the United Pentecostal Church International and be a member in good standing of the South Texas District.
3. The editor and staff shall work under the direction of the District Board.
4. The editor of the *Vision* shall serve as the chairman of the Publication and Communication Committee, which is to be composed of members appointed by the district superintendent in consultation with the editor.
5. The purpose of the Publication and Communication Committee is to examine and review the publication and communication efforts of the district, including the *Vision* and the district website; to establish policies and procedures for these efforts; and to make

recommendations to the District Board. All policies are subject to the approval of the District Board.

Section 5. *Support*

All ministers and churches of the South Texas District are urged to support the *SOUTH TEXAS VISION* by subscriptions and in every way possible.

**ARTICLE IX
SPANISH MINISTRY**

Section 1. *Purpose and Principles*

1. Purpose: Within the borders of the South Texas District reside many people who speak Spanish exclusively or primarily and who prefer to attend worship services conducted in Spanish. Since our mandate is to preach the whole gospel to the whole world, it is necessary for us to develop a strategy to reach these people. The purpose of Spanish Ministry of the South Texas District of the United Pentecostal Church International is as follows:
 - a. Evangelize and disciple Spanish-speaking people in the South Texas District.
 - b. Encourage the planting of churches that minister in the Spanish language.
 - c. Train and equip Spanish-speaking ministers.
 - d. Encourage English-speaking ministers and churches to assist in the efforts to reach out to Spanish-speaking people with the gospel.
 - e. Assist Spanish-speaking believers, ministers and churches in functioning as integral members of the South Texas District.
2. Spanish Ministry is organized on the basis of language, not race, national origin or culture.
3. This policy applies only to South Texas District activities. With regard to national and international activities, South Texas District ministers shall follow the policy of the United Pentecostal Church International. At present, the General Home Missions Division oversees national Spanish-language efforts in the United States and Canada, while the General

Foreign Missions Division oversees efforts in other countries.

4. Spanish-speaking ministers remain an integral part of the South Texas District with the same privileges and responsibilities as other ministers, including voting and holding office.
5. Nothing in this policy alters the District Constitution or the General Constitution.
6. All district Spanish Ministry programs shall be under the direction of the District Board.

Section 2. *Voting and Holding Office*

1. For the elections of Spanish Ministry director and Spanish Ministry secretary, the nominating constituency shall be licensed and ordained ministers of the South Texas District who minister to the Spanish-speaking community (see paragraph 3 for detailed definition) and the voting constituency shall be the qualified voters of the district.
2. For the elections of the sectional Spanish Ministry directors, the voting constituency shall be the qualified voters of the sections.
3. For all other elected offices, the voting constituency shall be licensed and ordained ministers of the South Texas District who minister to the Spanish-speaking community. This definition includes pastors, pastoral assistants, evangelists, and daughter work pastors who minister to Spanish-speaking churches, and it includes pastors of English-speaking churches who have a Spanish-speaking daughter work.
4. The following are eligible to hold an office in Spanish Ministry: Licensed and ordained ministers of the South Texas District who minister primarily in the Spanish language and who otherwise qualify for a particular office. This definition includes pastors, pastoral assistants, evangelists, and daughter work pastors who minister to Spanish-speaking churches.
5. As with all elected officers, the officers in Spanish Ministry shall be subject to term limits as defined in Article I, Section 8 of the South Texas District Constitution.

Section 3. *Spanish Ministry Director*

1. Election: At the annual District Conference, the licensed and ordained ministers of the South Texas District who minister to the Spanish-speaking community (see Section 2, Paragraph 3 for detailed definition) shall nominate by secret ballot a qualified individual to fill the office of Spanish Ministry Secretary. The three highest names shall be brought to the entire voting constituency of the South Texas District which shall elect one of these individuals to be the Spanish Ministry director for the district.
2. Qualifications: The director must be at least thirty (30) years of age; must have been a minister in good standing with the organization for five (5) years; must have been ordained a minimum of one year; must have proven himself loyal to the organization by cooperating in building up the work, and must conform to the fundamental doctrine. His primary ministry must be in the Spanish language.
3. Term of office: He shall serve for a term of two years concurrent with that of the district superintendent.
4. Duties
 - a. Serve as a liaison between the district and the Spanish-speaking ministers, keeping a clear and constant flow of communication between them; and keep the district superintendent fully informed of all developments.
 - b. Serve as chairman of the Spanish Ministry board and regional committees.
 - c. Lead Spanish Ministry in developing and promoting ministry among Spanish-speaking people in accordance with the purposes listed in Section 1 and present a yearly plan to the District Board for approval.
 - d. Oversee the budget and activities of Spanish Ministry.
 - e. Assist the District Board in screening Spanish-speaking ministers who seek to be licensed by the district and translating for them if necessary.
 - f. Assist in the incorporation of Spanish-speaking ministers who come from other countries, districts, or organizations.

- g. Serve as a liaison on the District Board with a voice and a vote, except in areas of ministerial discipline or judicial matters.
- h. Report to and work under the supervision of the District Board.
- i. Make an annual written report to the District Board and District Conference.

Section 4. *Spanish Ministry Secretary*

1. Election: At the annual District Conference, the licensed and ordained ministers of the South Texas District who minister to the Spanish-speaking community (see Section 2, Paragraph 3 for detailed definition) shall nominate by secret ballot a qualified individual to fill the office of Spanish Ministry Secretary. The three highest names shall be brought to the entire voting constituency of the South Texas District which shall elect one of these individuals to be the Spanish Ministry secretary in the district.
2. Qualifications: The secretary must be at least thirty (30) years of age; must have been a minister in good standing with the organization for two years; must have been ordained a minimum of one year; must have proven loyal to the organization by cooperating in building up the work; and must conform to the fundamental doctrine. His primary ministry must be in the Spanish language.
3. Term of office: He shall serve for a term of two years concurrent with that of the district secretary.
4. Duties
 - a. Report to and work under the supervision of the district Spanish Ministry director.
 - b. Assist the Spanish Ministry director as requested by him.
 - c. Take minutes of Spanish Ministry board and regional committee meetings and preserve Spanish Ministry records.
 - d. Oversee the district Spanish Ministry funds, which shall be deposited with and disbursed by the district secretary-treasurer, and make an annual financial report to the Spanish Ministry board for review and approval. He shall not request

disbursement of any funds without the approval of the Spanish Ministry director.

Section 5. Sectional Directors

1. Sectional Director: Each section that has at least two autonomous Spanish-speaking churches shall elect a sectional director for Spanish Ministry. Where there are less than two Spanish-language churches, the Spanish director will select a qualified minister from the section to fill the position.
2. Nomination: A committee composed of the district superintendent, the Spanish Ministry director and the sectional presbyter shall nominate one qualified minister within the section for sectional director every two years.
3. Elections: The sectional director shall be elected for a two-year term at the sectional conference by the entire voting constituency of the section.
4. Qualifications: The sectional director shall be a licensed minister in good standing with the organization for two years; must have held a general license for a minimum of one year; must have proven loyal to the organization by cooperating in building up the work, and must conform to the fundamental doctrine.
5. Duties
 - a. Serve as a member of the Spanish Ministry board and regional committee.
 - b. Serve as a liaison between the section and the Spanish Ministers; maintaining a clear and constant flow of communication between them and keeping the sectional presbyter fully informed of all developments.
 - c. Promote Spanish Ministry in the section, including meetings, fundraising and SMO.
 - d. Interpret for Spanish-speaking ministers in the section as needed.
 - e. Work in full cooperation with and under the supervision of the district Spanish Ministry director.
 - f. Work in harmony with and under the supervision of the sectional presbyter.

- g. Coordinate and work in harmony with the Spanish Ministry director in the organizing of any activities on the regional level.

Section 6. *Spanish Ministry Board (or General Committee)*

1. Composition: The Spanish Ministry board shall consist of the Spanish Ministry director, the secretary and the sectional directors.
2. Duties
 - a. Develop and promote ministry among Spanish-speaking people in accordance with the purpose listed in Section 1; and, develop a yearly plan for the District Board for their approval.
 - b. Recommend and prepare instructors to teach seminars for ministerial license in Spanish. The District Board will appoint the instructors.
 - c. Plan an annual Spanish camp meeting and ministers conference.
 - d. Plan district, regional and sectional meetings, rallies and seminars in the Spanish language to minister in areas such as leadership, church growth, Sunday school, youth ministry, men's ministry, women's ministry, and music ministry.
 - e. The board may recommend applicants and sites for new churches and daughter works. All such applications will be processed according to existing district policy.
 - f. Promote Spanish ministry in any section that does not have at least two Spanish-language churches, working with the director who has been appointed in that section.
 - g. Meet three times a year, at the discretion of the Spanish Ministry director. The Spanish Ministry director may call for additional meetings as needed.

Section 7. *Regional Directors*

1. Regions: For the purposes of Spanish Ministry, the district shall consist of the following regions:
 - a. East: Houston Metro East Section and Houston Metro West Section
 - b. Central: Gulf Coast Section and Central Coastal Bend Section

- c. South: Greater Coastal Bend Section and Rio Grande Valley Section
 - d. West: Austin/Hill Country Section and Southwest Section
2. Appointments: For each region, the Spanish Ministry director shall appoint one of the sectional directors in that region to serve as regional director. When needed, he shall appoint another sectional director in that region to serve as regional secretary.
 3. Term: The terms of regional director and secretary shall be concurrent with that of sectional director.
 4. Regional committees: The Spanish Ministry director, the secretary, and the sectional directors of a particular region shall compose the Spanish Ministry regional committee. At the discretion of the Spanish Ministry director, he may invite the various committee leaders of that region to attend the regional committee meeting.
 5. Duties: The regional committee shall make plans as directed by the Spanish Ministry director. The committee shall then make recommendations to the Spanish Ministry board.
 6. Regional evangelistic meetings: Regional evangelistic meetings shall be planned by the Spanish Ministry director and secretary together with the sectional directors, the committee leaders, and the mission evangelism director from the region. All plans are subject to approval by the Spanish Ministry board and the District Board.

Section 8. *Other Committees*

1. Spanish Ministry may organize the following committees as needed for the purpose of enhancing Spanish ministry in the district:
 - a. Women's committee, men's committee, Sunday school committee, music committee, promotional committee, mission evangelism committee, and youth committee.
 - b. Spanish Ministry may organize any other committee deemed necessary for the sake of revival.
2. The chairperson of each committee shall be elected by the Spanish ministers at the District Conference. The

- Spanish Ministry board may present a nomination to the conference.
3. Committee members shall be elected by the Spanish Ministry ministers at each regional conference. One member shall be chosen from each region.
 4. The term of office for each committee chairperson and committee member is for two years, concurrent with that of the district superintendent.
 5. The qualifications for committee personnel are as follows:
 - a. Each committee member must be in good standing with the organization, must have worked under the ministry of a Pastor for at least one year, must have proven loyal to the organization for two years by cooperating in building up the work, and must conform to the fundamental doctrine. His or her primary ministry or church involvement must be in the Spanish language. Each men's committee member must also be licensed as a minister for a minimum of one year, and each ladies' committee member must be licensed or married to a licensed minister in the organization.
 - b. In addition, the men's committee chairman, Sunday school committee chairman, music committee chairman, mission evangelism committee chairman, and youth committee chairman shall be a licensed or ordained minister and must have held license for a minimum of two years.
 6. The departments and committees of the South Texas District are encouraged to invite the respective Spanish Ministry committee chairpersons to attend their committee meetings.

Section 9. *Spanish-language Meetings*

1. Plans for district-wide meetings shall be presented to the District Board for approval as to the dates, place, purpose, and speakers.
2. Plans for regional meetings shall be presented for approval to (a) the general committee of Spanish Ministry and (b) to the District Board or to the presbyters in that region.

3. Plans for sectional meetings shall be presented for approval either to the District Board or the presbyter of the section.
4. Local churches may sponsor meetings in accordance with the Manual of the United Pentecostal Church International.

Section 10. Ministerial Training

1. Spanish Ministry is authorized to organize a ministerial training program and Biblical Studies program, subject to approval by the District Board.
2. A certificate of completion will be granted.
3. The projected locations are as follows: Rio Grande Valley, Houston, San Antonio, Austin, and other areas as needed.
4. The general committee will select the following, subject to approval by the District Board:
 - a. A director and secretary for each location
 - b. Teachers
 - c. Curriculum
5. The training program will be funded by Spanish Ministry and a small tuition fee.
6. The purpose will be to train ministers in the following areas:
 - a. Doctrine
 - b. Holiness and Christian living
 - c. Ethics
 - d. Practical ministry, including evangelism, discipleship, counseling, and preaching.
 - e. Church administration; including organization, finances, management and legal issues.
 - f. District and national organizational structure.
7. Students will be recommended by their pastors and approved by the general committee.
8. This plan shall be coordinated with the District Board.

Section 11. Fundraising

1. Spanish Ministry shall have the right to appeal to all the ministers and churches of the district for financial contributions. Spanish-language churches will be encouraged to bring an offering to the annual Spanish camp meeting.

2. A contribution to Spanish Ministry, known as Spanish Ministry Offering (SMO), shall be a requirement to receive the annual award for 100 percent cooperation.

ARTICLE X YOUTH MINISTRY

Section 1. *Name*

The name of this department shall be the South Texas District Youth Ministry.

Section 2. *Officers*

1. District Youth Ministry president (or director)
2. District Youth Ministry secretary-treasurer
3. Sectional Youth Ministry director, one from each section

Section 3. *Qualifications*

All district Youth Ministry officers must hold ministerial license with the United Pentecostal Church International, be members in good standing of the South Texas District, and be under their thirty-sixth birthday, unless in special cases the District Board unanimously agrees to lift the age limit.

Section 4. *Election of Officers*

1. The district Youth Ministry president and secretary-treasurer shall be elected by the District Conference for a term of two years or until their successors are chosen. The two officers shall be elected on alternating years, the president being elected concurrent with the district superintendent, and the secretary-treasurer being elected concurrent with the district secretary-treasurer.
2. Sectional directors shall be nominated by the district superintendent, the district Youth Ministry president, and the district presbyter of the section concerned, and shall be elected by the ministers of that section, for a term of two years or until a successor is chosen.

3. As with all elected officers, they shall be subject to term limits as defined in Article I, Section 8 of the South Texas District Constitution.

Section 5. *Duties of District Youth President*

1. Oversee the district Youth Ministry program and diligently endeavor to promote the general and district Youth Ministry programs.
2. Work in harmony with the General Youth Division.
3. Preside at all district Youth Ministry committee meetings.
4. Report to and work under the supervision of the District Board.
5. Make an annual written report to the District Board and District Conference.
6. Serve as a member of the General Youth Committee.

Section 6. *Duties of District Youth Secretary-Treasurer*

1. Take minutes of Youth Ministry committee meetings and preserve Youth Ministry records.
2. Oversee the district Youth Ministry funds, which shall be deposited with and disbursed by the district secretary-treasurer.
3. Report to and work under the supervision of the district Youth Ministry director.

Section 7. *Duties of Sectional Youth Ministry Directors*

1. Cooperate with the pastors in fostering youth work in the churches throughout the section.
2. Be in charge of the rallies of the section.
3. Attend all duly called meetings of the district Youth Ministry committee.
4. Work in full cooperation with and under the supervision of the district Youth Ministry director.
5. Work in harmony with and under the supervision of the sectional presbyter.
6. When needed, the sectional director, with the approval of the sectional presbyter, shall appoint circle youth leaders to take charge of circle youth rallies under the direction of the sectional Youth Ministry director and sectional presbyter.

Section 8. *District Youth Committee*

1. Members
 - a. District Youth Ministry president
 - b. District Youth Ministry secretary-treasurer
 - c. Sectional Youth Ministry directors
2. Duties
 - a. Plan all activities pertaining to the district Youth Ministry.
 - b. Assist and advise the district Youth Ministry.
 - c. Diligently promote the district Youth Ministry programs.

Section 9. Finance

1. Each local church youth group is encouraged to give a tithe of its income to the district Youth Ministry treasury or else give a minimum monthly offering of \$20.00.
2. All Sheaves for Christ offerings shall go into the district Youth Ministry treasury for proper distribution according to general policy.
3. A percentage of the Sheaves for Christ offering retained in the district may be sent to the sectional treasuries for the promotion of youth ministry within the sections. The percentage shall be determined annually by the district board.

Section 10. Youth Camp Policy

1. District youth camp executive committee
 - a. District Youth Ministry president, chairman
 - b. District superintendent
 - c. District Youth Ministry secretary-treasurer
 - d. Youth camp principal
2. Duties of the executive committee
 - a. Select a youth camp principal subject the approval of the District Board.
 - b. Compile a potential curriculum for the youth camp, subject to the approval of the District Board.
 - c. Submit a list of names to the District Board for approval, of ministers and teachers deemed necessary for the operation of the camp each year.
 - d. Select faculty from the returned approved list.
 - e. Determine remuneration and expenses to be paid to the youth camp principal, evangelist, faculty, and workers.

- f. Set the youth camp tuition with the approval of the District Board.
- 3. Youth camp committee
 - a. District Youth Ministry president
 - b. District Youth Ministry secretary-treasurer
 - c. Sectional Youth Ministry directors
- 4. Duties of the youth camp committee
 - a. Meet at least once a year as scheduled by the Youth Ministry president.
 - b. Choose the camp evangelist, subject to the approval of the District Board.
 - c. Make arrangements for youth camps.
- 5. Youth Camp discipline committee
 - a. This committee is composed of the camp principal and the youth camp faculty members whom he appoints.
 - b. This committee will handle each case of an alleged violation of general rules and decide upon any discipline to be imposed. Anyone who is believed to have violated the general rules of the camp will be referred to the discipline committee.

Section 11. Youth Ministry Promotion

- 1. All district Youth Ministry programs shall be under the direction of the District Board.
- 2. The South Texas District has adopted the General Youth Division policy of the United Pentecostal Church International.

**ARTICLE XI
NATIONAL AND INTERNATIONAL PROJECTS**

Section 1. General

The South Texas District wholeheartedly supports and encourages cooperation among its constituency for all the national and international projects of the United Pentecostal Church International, including Christmas for Christ, Media Missions Thanksgiving Offering, Mother's Memorial, Partners in Missions, Save Our Children, Sheaves for Christ, and all other programs approved or endorsed by the General Conference or General Board.

Section 2. *Tupelo Children's Mansion*

1. Each minister and church is requested to pray for and support Tupelo Children's Mansion by monthly and special offerings sent directly to the Mansion.
2. The superintendent of the Mansion is invited to bring a representative group to a district level meeting annually, such as District Conference or Family Camp, at the discretion of the district superintendent and the District Board, and a liberal offering will be received.

**ARTICLE XII
INSURANCE AND BENEVOLENCE**

Section 1. *Insurance*

Applications for insurance with the United Pentecostal Church International are issued to every minister upon approval for license. They should be completed and mailed to the headquarters office of the United Pentecostal Church International within thirty days of affiliation.

Section 2. *Benevolent Fund*

1. In order to show our love and deep appreciation to each other as ministers of the gospel in the time of bereavement because of death of a minister or minister's spouse, we offer our ministers and their spouses the opportunity to participate in the Ministers Benevolent Association of the Texas District, so long as the Texas District shall agree to allow participation by members of the South Texas District. This is in order to show our love and concern and is not to be construed as insurance.
2. Any minister who is a member in good standing with the South Texas District may become a member of the Benevolent Fund. A member minister may also enroll his or her spouse in the Benevolent Fund.
3. The Benevolent Fund is open to all ministers for thirty (30) days after they receive their license or transfer to the district and for thirty (30) days after each annual Texas District Conference.
4. For further information about the terms, conditions, privileges, and responsibilities of membership, refer to

the Benevolent Fund Policy of the Texas District of the United Pentecostal Church International, which has its district headquarters in Lufkin, Texas (See the Texas District Policy on page # of this manual)

5. Enrollment applications and the Benevolent Fund Policy are available from the secretary-treasurer of the South Texas District. (See the Enrollment Form on page 133 of the 2007 manual).

ARTICLE XIII DISTRICT MEETINGS

Section 1. *District Conference*

The District Conference is the governing body of the South Texas District of the United Pentecostal Church International. (See Article III, South Texas District Constitution.)

Section 2. *Sectional Conferences*

1. Every other year, on the year of the election of the district superintendent, each section shall have a spring conference (i.e., in the first half of the year before the District Conference). The purpose is to elect all sectional officers and handle any other pertinent sectional business.
2. Each section shall also have a spring conference in nonelection years, and it may have a fall conference (i.e., in the second half of the year) in any year. The time and place shall be designated by the sectional presbyter. The agenda for this meeting shall consist of business, fellowship, seminar, preaching, or a combination of these.
3. The district superintendent and district secretary shall be invited to all sectional conferences.
4. The district superintendent shall preside over the election of all sectional officers, or if he is unable to attend, he may designate the district secretary to preside over any elections.
5. Eligible voters at the sectional conferences preceding the District Conference are entitled to put forward names to be considered on the nominating ballot at the District Conference for the following offices: district

superintendent, except in the event of death, resignation or removal (see Article I, Section 9); district secretary-treasurer; Children's Ministry director; Children's Ministry secretary-treasurer; Foreign Missions director; Foreign Missions secretary-treasurer; Home Missions director; Home Missions secretary-treasurer; Ladies Ministry president; Ladies Ministry secretary-treasurer; Marriage and Family Ministry director; Marriage and Family Ministry secretary-treasurer; Media Missions director; Youth Ministry president; and Youth Ministry secretary-treasurer. These names will be tabulated and forwarded to the District Conference by a pre-nomination committee.

Section 3. *Family Camp*

1. The South Texas District may have an annual Family Camp, and if so the District Board is to arrange for this meeting.
2. All monies received at the annual Family Camp and all pledges and offerings shall be sent to the district secretary-treasurer.

Section 4. *Annual Planning Session*

1. Each departmental committee shall meet at least once a year to plan events for the upcoming year.
2. These plans shall be submitted at a district planning session, which shall be held annually to plan activities for the upcoming year. This meeting shall include the district superintendent, the district secretary-treasurer, and each department head. The chairs of special committees may also be invited to attend.
3. All departmental programs, promotions, and special meetings, and all speakers chosen for these activities, shall require the approval of the District Board.
4. Each department and ministry shall develop an annual budget to be reviewed by the Budget Committee and approved by the District Board. Departments and ministries are required to operate within the approved budget.

Section 5. *Vacancies in Sectional Offices*

1. In the event a sectional office becomes vacant, it may be filled until the next sectional conference by an appointment of a committee of three: the district

- superintendent, the particular section's presbyter, and the particular department's director.
2. In the case of a vacancy in the office of sectional presbyter or secretary, the district superintendent shall call a special election within 30 days of the vacancy, and the eligible voters of the section shall choose a replacement for the office vacated.

Section 6. *Department Directors*

1. The department director should seek to maintain harmony between the department and the District Board.
2. The department director should discuss any committee proposals with the district superintendent prior to meeting with the District Board.
3. The department director may meet with the District Board by requesting such a meeting through the district superintendent or district secretary-treasurer. The following policies govern the department director's meeting with the board:
 - a. Actions requested by the department director should reflect the will of the committee by a majority vote and be reduced to a single page if possible.
 - b. Speaker suggestions for departmental events can be presented in one of the following manners:
 - (1) A pool of many possible names may be recommended to the board for an event from which the department might select speakers;
 - (2) The names of three suggested speakers may be recommended to the board for each speaking slot available.

Section 7. *Children and Youth Worker Policy*

- a. Since the welfare of children and youth are of primary concern to the South Texas District, it is required that any worker in a sectional, regional or district function be screened and trained.
- b. Each worker should receive written approval from his or her pastor to work in South Texas functions for a specific calendar year. The local church should certify that the worker has no history of physical or sexual

- abuse of minors. The local churches are encouraged to run a background check on each of their workers.
- c. Each worker should be a minimum of eighteen years of age.
 - d. Each worker should receive instruction prior to or at the function specifying what is the expected conduct and appropriate behavior.
 - e. Workers are not allowed to administer corporal punishment.
 - f. All activities involving minors shall be supervised by at least two adults.
 - g. For all events, workers shall supervise minors until they are delivered to the care of parents, guardians, or local church chaperones.
 - h. Workers shall report to the departmental director any case of suspected child abuse, sexual misconduct, or other suspicious behavior. The departmental director shall in turn notify the district secretary and/or district superintendent. In all cases, the matter shall be kept in confidence pending an analysis of the situation and appropriate action by district leadership. As a matter of policy, the district will fulfill all legal requirements in this area and will not allow those who have sexually abused minors to work in any position involving supervision of or ministry to children or youth.

Section 8. *Displays and Distribution of Materials at District Events*

1. Only the approved departments and committees of the South Texas District are permitted to set up displays at South Texas Events. An exception to this is the singers and preachers ministering in the events.
2. No distribution of materials is permitted at these events without the prior consent of the district superintendent.