

INTERNATIONAL PENTECOSTAL HOLINESS CHURCH

# Girls' Ministries Chartering

## Who is responsible for chartering?

Each conference Girls' Ministries (GM) director is responsible for chartering the girls groups within her conference boundaries through the local church.

## Who must charter?

Each local church must apply for a charter when beginning Girls' Ministries for the first time and then renew that charter each January. (When chartering in the last three months of the year, conferences may allow that charter to cover the church for the next year as well.)



## How do I charter?

*Girls' Ministries Leader Training Guide (LTG)*, page 44, “Prior to your first club meeting, apply for the official charter according to your conference’s policy.” Information regarding chartering procedures, including charter application forms, is provided by the conference Girls’ Ministries office. Each conference maintains active and current files for its chartered churches. These records provide an excellent source of information for the conference Girls' Ministries director and district Girls' Ministries representatives.

## What does it cost to charter our girls clubs?

This annual fee is a flat rate of \$75.00 **per church**. The charter must be renewed annually each January. A check should be mailed along with the completed *GM Annual Charter Application* to your conference GM director. If your church uses the Martus electronic system, the charter fee can be included with that, but the charter application must accompany the report as well. (Mail a courtesy copy to your conference GM director.)

## What does it cost to charter a Girls' Ministries group if we don't use the girls' club curriculum?

The annual fee for a church to charter a GM ministry is still \$75.00; however, there are no membership cards. The charter fee helps defray the cost of mailings from your conference director which allows you to know about upcoming events for all churches. It also allows you to receive a Girls' Ministries Day offering which is now split 50/50 between the local church and that church's conference GM department.

## How often do we need to charter?

Each church must charter **annually** during the month of January.

## What about Membership Cards?

Individual membership cards are available according to the guidelines on the charter application. Membership cards are sent free with the initial charter or made available for a reasonable fee when replacement or extra cards are needed. The policy for additional membership cards is developed by the conference Girls' Ministries director.

## How are chartering supplies obtained?

Order charter certificates and individual membership cards from:

LifeSprings Resources                      1-800-541-1376

**Note:** These are restricted items available only to conference GM directors (or conference WM directors). Use the “Charter Supplies Order Form” included in section 5 of the *Conference Girls' Ministries Director's Manual*.

## Benefits of Chartering Girls Clubs or GM Group

- ✦ You are part of a larger organization—the IPHC Girls' Ministries
- ✦ Conference Girls' Ministries (GM) leaders provide various types of activities for your girls and leaders throughout the year.
- ✦ You receive periodic mailings and/or training from your conference GM director or WM director which often include items from the general GM office such as:
  - ♥ program ideas for Girls' Ministries Day/Week (in September)
  - ♥ craft ideas and occasional ideas for fund raising events
  - ♥ updates on ministries such as Baby Hope Club, PenFriends
  - ♥ updates on new materials and products as they become available
- ✦ Ordering Mpack & TGM girls club curriculum through LifeSprings Resources; only churches with up-to-date charters should be ordering club curriculum, etc. This is operated on the honor system.
- ✦ Active, certified coordinators and sponsors of a local church with a current charter are delegates to the Conference Women's Ministries Convention giving them direct input to the governing body.
- ✦ Each local church receives an official charter (available only through your conference director) suitable for framing
- ✦ Each girl receives a membership card for her respective club (these are also only available through conference directors based upon numbers reported on the charter application). There are no cards for Sunlight Kids. Non-club cards will be offered soon.
- ✦ Upon passing the open book test, each leader receives a completion certificate from the IPHC Girls' Ministries office; after completing a conference-sponsored LTC, your conference recognizes you as well. These two steps certify you to teach.
- ✦ Chartered churches may receive an annual Girls' Ministries Day Offering to be split 50/50 between the local church GM treasury and the conference Girls' Ministries which can help offset your annual charter fee and give your treasury a big boost.



## Responsibilities of Chartering

- ✦ Each local coordinator and sponsor is expected to complete two aspects of training (order can be determined in consultation with your conference GM director):
  - ♥ attend the Leadership Training Course held by your conference
  - ♥ complete the open book test in the *Girls' Ministries Leader Training Guide*The process is not officially complete until both steps have been fulfilled
- ✦ Based on the Biblical principle of tithing, all GM chartered churches should pay 10% tithe to the conference. Beginning in 2012, one-half of the GM Day Offering is sent to the Conference GM treasury. (General & conference projects are no longer paid.)
- ✦ As mandated by the 2009 General Conference, there is now one report form for all departments of the local church. Each church is expected to complete monthly reports via the electronic Martus system. Your stats & finances are included on that report. (If your church does not use the electronic system, you should download that report form and send it and your funds to the address provided by your conference GM director.)
- ✦ Attend advanced training sessions (for those already certified) when provided by conference leaders.