

Bay Farm Community Church (BFCC)

Missions Policy

(v1.0 Published October 13, 2019)

1. THE PURPOSE OF OUR MISSIONS POLICY

This policy, which was carefully developed through prayer, the study of God's Word, and under the supervision of BFCC's Elder Board, was written to detail guidelines for the administration of Bay Farm Community Church's Missions Ministry. The specific goals of BFCC's Missions Policy are to:

- Help BFCC align its Missions Ministry with its purpose statement.
- Ensure proper stewardship of God's finances and other resources.
- Promote church-wide commitment to missions.
- Provide a clear set of mutual expectations for BFCC missionaries and prospective missionaries.
- Develop, train, and mobilize home-grown BFCC missionaries.

** At all times this document is subject to God's Word and the Constitution/Bylaws of BFCC.*

2. THE PURPOSE OF OUR MISSIONS MINISTRY IS TO FULFILL THE GREAT COMMISSION OF CHRIST

"Go therefore and make disciples of all the nations, baptizing them in the name of the Father and the Son and the Holy Spirit, teaching them to observe all that I commanded you; and lo, I am with you always, even to the end of the age. Matthew 28:19-20

He said to them, "Go into all the world and preach the gospel to all creation. Mark 16:15

And beginning with Moses and all the Prophets, he explained to them what was said in all the Scriptures concerning himself. Luke 24:27

Again Jesus said, "Peace be with you! As the Father has sent me, I am sending you." John 20:21

But you shall receive power when the Holy Spirit has come upon you; and you shall be My witnesses both in Jerusalem, and in all Judea and Samaria, and even to the remotest part of the earth. Acts 1:8

3. THE MAIN FOCUS AREAS OF OUR MISSIONS MINISTRY WILL BE TO:

- Take the gospel to international unreached people groups
- Train national pastors
- Support Church planting

4. HOW WE WILL ACHIEVE OUR FOCUS AREAS:

- Support missionaries that match the main focus areas of our Missions Ministry.
- Develop missionaries from BFCC church families.
- Organize and send out short-term missionaries.
- Use Christ-focused service ministries as a gateway to share the gospel.

5. BFCC MISSIONS TEAM

a. Qualifications of Missions Team Members

1. Regular attendee of BFCC
2. Maintain a healthy spiritual life in Christ
3. Commit to Missions
4. Commit to attend at least 75% of the Missions team meetings
5. Accountable to follow-up on role responsibilities

b. Size of the Missions Team – 5 to 12

c. Term of Service – Two year term of service (calendar years). Team members may serve as long as they meet the stated qualifications and have the desire to continue.

d. Team Composition

Team Leader – Sets the direction of Missions team, leads the administration and evaluation of Missions program, and recommends support levels for missionaries to the Elders if additional budget is required.

Assistant Team Leader – Supports Team Leader in leading and coordinating Missions team, ensure accountability and follow through on actions.

Treasurer – Tracks Missions budget, ensures payment commitments are met, and organizes fundraising activities.

Secretary – Keeps meeting minutes and records other pertinent decisions by the Missions team and Church leadership regarding Missions Policy and direction.

Prayer Coordinator - Stimulate the intercessory prayer of the congregation for our missionaries and for world evangelism.

Care Coordinator(s) – Maintain interest in communication with supported missionaries, request newsletters or updates, and care for missionaries on furlough.

Communication Coordinator - Educates and inspires the congregation about world missions, helps stimulate involvement and service in missions, encourages the congregation to interact with our missionaries through email correspondence.

Short-Term Missions Coordinator – Lead the coordination and sending out of short-term Missions teams from BFCC.

6. THE PURPOSE OF BFCC'S MISSIONS TEAM IS TO EDUCATE, ENGAGE, AND ENCOURAGE

Educate the Church on what God is doing around the world, through:

- An annual Missions Conference
- Sunday Missions updates
- Missions displays and flyers
- Missions page on Church website and promo through social media
- Presentations from missionaries and supporting agencies

Engage the Church in missions through:

- Subsidizing short-term mission trips including to locations where our missionaries serve
- Providing financial support for missionaries
- Praying for missionaries
- Growing and sending out missionaries - Be sensitive to the direction of the Holy Spirit in the lives of those who have a desire to serve on the mission field and provide encouragement and training

Encourage our Missionaries through:

- Arranging accommodations for visiting missionaries
- Ensuring their needs are covered
- Timely and regular communication with our missionaries
- Send BFCC representatives to the field where our missionaries are serving

7. SELECTION OF MISSIONARIES

a. Prerequisites for a New Missionary Candidate

- Have a clear testimony of salvation
- Have a calling to the mission field
- In agreement with the Articles of Faith of BFCC's Constitution
- Support the main focus areas of BFCC Missions Ministry (international unreached people groups, training of national Pastors, church planting focus)
- Recommended for service by his/her local church
- Meet the spiritual maturity qualifications of a Church Elder (1 Timothy 3)
- Demonstrated active service at his/her church for at least two years prior to entering the mission field

b. Priorities in Selection of a New Missionary

- The Missions team shall give priority to BFCC home grown missionaries.

c. Missionaries who Operate through a Missions Agency

- BFCC deals directly with missionaries and their sponsoring Mission Agencies, both in evaluating their work and their financial needs.

- Any agency that we are associated with must be in alignment with the BFCC Articles of Faith.
- The Missions team shall review the agency, organization, or support ministry's financial policies as part of our selection process, especially as they relate to receiving funding from secular sources or unbelievers.

d. Missionary Selection Process

- A prospective missionary must submit an application online with an overview of their proposed ministry, a resume of their qualifications, and a letter of recommendation from their home church.
- BFCC Missions team will review the prospective missionary's application packet and get back to the missionary with questions.
- If the prospective missionary meets the requirements, the Missions team will arrange an interview with the candidate.
- If approved for service and within the Missions budget, the Missions team will confirm funding to the prospective missionary.
- If approved for service and not within the budget, BFCC Missions Team Leader will recommend approval and a level of incremental funding to the Elder Board.

e. Support Continues until Retirement Unless:

- The missionary changes doctrinal position or changes membership to a church or denomination with beliefs contrary to those of BFCC.
- The missionary commits an act of immorality or impropriety.
- The Missions team and the Elders deem that the missionary's service is ineffective, or services no longer match the focus areas outlined in this policy.
- In the case of a missionary couple, when one spouse passes away, BFCC will consider the support of the surviving spouse on a case by case basis.
- The Missionary fails to meet responsibilities as defined in section eight of this policy.

8. RESPONSIBILITIES OF MISSIONARIES TO THE CHURCH

- Correspond with the church by e-mail at least monthly.
- In August of each year, provide an annual report of accomplishments and goals for the upcoming year to the church with their financial budget.
- When on furlough, or home assignment, missionaries are required to give a field report during a regular church service.
- Missionaries are required to report changes of mission field, mission agency, church membership, or doctrinal beliefs to the Missions team within thirty (30) days of such change.

9. BFCC ORGANIZED SHORT TERM MISSION TRIPS

- The Short-Term Mission Coordinator will present trip plans to the Missions team for approval.

- If approved, the Missions team will determine if there are sufficient funds in the missions budget to support the trip.
- If incremental funding is needed on top of the approved budget, Missions Team Leader will recommend financial support to the Elders for consideration.
- If approved, BFCC Missions team will recommend short term missions trip opportunities to the congregation for volunteers.

10. NON-BFCC SHORT TERM MISSIONS TRIPS

- Applicant will appear before the Missions team to outline their short-term missionary plans.
- Mission plan needs to meet focus area(s) outlined in Mission's Policy.
- Applicant must have evidence of a consistent Christian walk and be a regular attendee of BFCC.
- If approved, BFCC Missions team will help the individual/team raise both prayer and financial support needed before going to the field.

11. PREPARATION AND APPROVAL OF MISSIONS BUDGET

- Each August, the Missions team will request the missionaries' financial budgets in order to determine annual support.
- The Missions team will submit budget recommendations to the Elders for approval by October 1st
- The congregation will provide their monetary support through BFCC (not directly to the missionary or the mission board) except in the case of separate approved fundraising activities incremental to the annual budget.
- Missionary support will be substantial and provided on a monthly basis.

Appendix

Missions Planning Timeline

Timing	Task/Function	Duration	Lead
August	Missions Team plan created for next year, review/revise policy as needed, collect budget needs and annual reports from Missionaries	Two months planning	Missions Team Lead
October 1 st	Submit Missions Plan and Budget Proposal to Elders	N/A (budget confirmed by November 1 st)	Missions Team Lead
October 15 th	Missions Conference – agencies present, missionaries present, solicit potential missionary volunteers	Six months planning	Communications Coordinator (Conference Lead)
November 1 st – 30 th	Missions Fundraising – communicate missions plan, updates on missionaries, flyers, website update, testimonials/video	Two month planning	Treasurer & Communications Coordinator
Quarterly Updates on Missionaries (Jan, Apr, July, Oct)	Provide quarterly updates of missionaries and special prayers, update on short-term missions to the church body	N/A	Care Coordinator & Communications Coordinator
Spring and/or Fall	Short-term Missions trips	Six months planning, work with agencies, include comprehensive training	Short-Term Missions Coordinator
Monthly (more frequent as needed)	Missions Team meetings and planning	Agenda, homework, follow-ups	Assistant Missions Team Lead