

POLICIES, PROCEDURES, & BYLAWS COMMITTEE

The policies, procedures, and bylaws committee will maintain up-to-date guidelines of practice, procedure, and policy that are essential to implementing church functions in a logical and consistent manner.

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| Ministry Area/Department | Administration |
| Position | Policies, Procedures, & Bylaws Committee |
| Accountable To | Pastor, Deacon Board |
| Ministry Target | Congregation |
| Position Is | Volunteer |
| Position May Be Filled By | Church member |
| Spiritual Gifts | Administration • Serving |
| Talents or Abilities Desired | Leader • Organized |
| Best Personality Traits | Dependable • Diligent |
| Passion For | Providing administrative support to church |

RESPONSIBILITIES/DUTIES

- Oversee an annual review of the Policies, Procedures, and Bylaws near the beginning of each church year.
- Will recommend needed changes or additions as they come up.