



## Glen Ellyn Bible Church Elder Nomination Packet

February 10, 2008

*Therefore, I exhort the elders among you...  
shepherd (pastor) the flock of God.*

1 Peter 5:1a, 2a

Dear GEBC Family:

What do you think of when you hear the word “elder”? Do you think of long hours in church committee meetings, fundraisers and financial officers, policymakers and administrators, or advisors to the pastoral staff? According to the New Testament, elders are those charged by God with the care of his people. Peter wrote that elders are the shepherds of God’s flock, which includes overseeing the ministries of the church, guarding the church’s doctrine, teaching and equipping the congregation for lives of godliness, cultivating and casting the church’s vision, caring for the staff, sharing in pastoral care, and overseeing the church’s budget.

With such weighty responsibilities filling the elder positions with capable men is of the utmost importance for the church’s effectiveness, and over the next couple of weeks you are invited to recommend for consideration the names of those you believe to be qualified to serve as an elder at GEBC.

Enclosed you will find the *Qualifications and Responsibilities of an Elder*, a copy of the *Elder Recommendation Form*, as well as a copy of the section from the *GEBC Constitution* pertaining to elder leadership. Please look these materials over closely and submit the names of those you have prayerfully considered on or before Sunday, February 24, 2007. Please return your nomination form/s to the GEBC office, care of Mike Hendriksen, Chair of the Elder Nominating Committee.

Sincerely,

Kelly Brady  
Senior Pastor  
Glen Ellyn Bible Church



# Glen Ellyn Bible Church

## THE SCRIPTURAL QUALIFICATIONS AND RESPONSIBILITIES OF AN ELDER

Here is a trustworthy saying: If anyone sets his heart on being an overseer, he desires a noble task. Now the overseer must be above reproach, the husband of but one wife, temperate, self-controlled, respectable, hospitable, able to teach, not given to drunkenness, not violent but gentle, not quarrelsome, not a lover of money. He must manage his own family well and see that his children obey him with proper respect. (If anyone does not know how to manage his own family, how can he take care of God's church?). He must not be a recent convert, or he may become conceited and fall under the same judgment as the devil. He must also have a good reputation with outsiders, so that he will not fall into disgrace and into the devil's trap. (1 Timothy 3:1-7)

An elder must be blameless, the husband of but one wife, a man whose children believe and are not open to the charge of being wild and disobedient. Since an overseer is entrusted with God's work, he must be blameless--not overbearing, not quick-tempered, not given to drunkenness, not violent, not pursuing dishonest gain. Rather he must be hospitable, one who loves what is good, who is self-controlled, upright, holy and disciplined. He must hold firmly to the trustworthy message as it has been taught, so that he can encourage others by sound doctrine and refute those who oppose it. (Titus 1:6-9)

To the elders among you, I appeal as a fellow elder, a witness of Christ's sufferings and one who also will share in the glory to be revealed: Be shepherds of God's flock that is under your care, serving as overseers--not because you must, but because you are willing, as God wants you to be; not greedy for money, but eager to serve; not lording it over those entrusted to you, but being examples to the flock. (1 Peter 5:1-3)

From Miletus, Paul sent to Ephesus for the elders of the church. Keep watch over yourselves and all the flock of which the Holy Spirit has made you overseers. Be shepherds of the church of God, which he bought with his own blood. I know that after I leave, savage wolves will come in among you and will not spare the flock. Even from your own number men will arise and distort the truth in order to draw away disciples after them. So be on your guard! Remember that for three years I never stopped warning each of you night and day with tears. (Acts 20:17, 28-31)

**The Qualifications of an Elder are:**

- Demonstrating maturity in faith, through a history of service and a connection in fellowship as a member of GEBC.
- Demonstrating and verbalizing the desire to lead as an elder.
- Demonstrating moral integrity, in both public and private life.
- The husband of one wife and leading his home well.
- Temperate, self-controlled, not given to anger.
- Prudent, wise and submitted to God and others.
- Respected both inside and outside the church.
- Warm, hospitable, welcoming and relational.
- Free from all types of addictions.
- Understanding and applying Scripture to his own life, and able to encourage and challenge others with Scripture.
- Sensible, balanced, emotionally healthy and fair to others.
- Not motivated by selfish gain, popularity.
- Not intimidating, harsh, or impatient with others, but gentle and kind.
- Not contentious, picking fights or quarrelling with others.

**The Responsibilities of an Elder are:**

- To model Christ likeness in public and private life.
- To provide spiritual care for the congregation through prayer and visitation.
- To guard the doctrine of the church and teach God's Word to the congregation.
- To oversee and insure the orderliness of corporate worship.
- To champion the disciple-making mission of the church.
- To cultivate and cast the church's vision for disciple making.
- To encourage, care for, and support the ministry efforts of both paid staff and unpaid lay leadership.
- To oversee the church's budget.

**The Tenure of an Elder at GEBC**

- Each elder can serve up to four consecutive one-year terms.
- The term of office for elders begins on July 1 and terminates on June 30 of the following year.

**Considerations When Nominating**

- Spiritual Walk
- Overall Character
- Demonstrated Leadership Ability
- Commitment to/Involvement at GEBC
- Ability to work with staff
- Fit with current elders, as well as the vision and direction of GEBC
- Personal/Family Life

# **The Constitution of Glen Ellyn Bible Church**

*(Section pertaining to elder leadership)*

## **ARTICLE VII**

## **BOARD OF ELDERS**

### **SECTION 1.**

### **COMPOSITION**

The government of the church shall be vested in a Board of Elders. The Board of Elders shall consist of at least seven (7) members. The Board of Elders shall consist of the Elder elected to serve as Chairman of the Board, the Senior Pastor and at least five (5) other persons elected to the office of Elder. Any increase or decrease in the number of Elder positions shall be submitted to the congregation for approval at a regularly called business meeting of the church pursuant to Article XII of this Constitution (or at a special congregational meeting called for that purpose in accordance with the provisions of this Constitution). Elders shall serve for a term of one year, beginning on July 1 of each year and continuing through June 30 of the year following, or until their successor has been duly elected. The maximum number of successive one-year terms for each Elder, other than the Senior Pastor, shall be four (4), after which they shall be ineligible to serve as an Elder for a period of one year. The Senior Pastor shall continue as a member of the Board of Elders during his service as Senior Pastor.

### **SECTION 2.**

### **ELECTION**

Elections for the office of Elder shall be conducted annually at a regularly called business meeting of the church pursuant to Article XII of this Constitution (or at a special congregational meeting called for that purpose in accordance with the provisions of this Constitution). Any vacancy occurring on the Board of Elders during the church's ministry year shall be filled following the same procedure. Nominees for the office of elder shall be submitted to the congregation for vote individually, by written ballot.

### **SECTION 3.**

### **QUALIFICATION**

- A. All Elders must be regular members of the church in good standing and must show evidence of established Christian character (Article V, Section 4). They shall be godly men of mature Christian experience and knowledge who exemplify the standards of this office as detailed in 1 Timothy 3: 1-7.
- B. Before nomination each candidate for the office of Elder shall assent, as attested to by signature, to the following statements:
  - 1. I have publicly confessed Christ as my personal Savior and have experienced the new birth as set forth in John 3: 3-6.
  - 2. I reaffirm my agreement with this Constitution.
  - 3. My life is consistent with the expectations for office outlined in *Acts 6:3* and *1 Timothy 3*.
  - 4. I agree to serve in the capacity of Elder, if elected, for the term for which I am elected.

#### **SECTION 4.**

#### **DUTIES**

- A. The Board of Elders shall monitor the overall spiritual life and ministry of the church. They shall also be responsible, in conjunction with the Senior Pastor and pastoral staff, for establishing personnel and other policies, for conducting evaluations of the Senior Pastor and for reviewing staff reviews conducted by the Senior Pastor or his designee. Members of the Board of Elders shall also be responsible for interviewing candidates for membership and recommending to the church those candidates found to meet the requirements established by this Constitution. The Board of Elders shall have responsibility for overseeing the spiritual life and pastoral care of the members of the church, including the handling disciplinary actions in accordance with Article VI.
  
- B. The Board of Elders shall have oversight over all church operations and transactions with power to act. It shall not encumber the church with any transfer, sale, purchase or loan of any real estate, except by authorization conveyed through a majority vote of the church membership present at a constitutionally called business meeting. The Board of Elders shall have authority to approve the appointment of all salaried personnel except as otherwise stated in this Constitution. The Board of Elders shall handle and consider suggestions, recommendations and grievances from or against any member or group affiliated with the church. The actions of the Board of Elders shall be subject to review by the membership at any constitutionally called business meeting.
  
- C. The Board of Elders shall also appoint a Nominating Committee, which shall recommend to the church for election one or more qualified persons: (i) to fill each position on the Board of Elders which is or will be vacant, , and (ii) to serve on the Pulpit Committee as set forth in Article XI, in accordance with this Constitution. Nominees for the Nominating Committee and any such position shall be regular members of the church, in good standing at the time of their nomination and election.



# GEBC Elder Nomination Form

Your name: \_\_\_\_\_ Address: \_\_\_\_\_  
City/Zip: \_\_\_\_\_ Email: \_\_\_\_\_

Name of the elder nominee: \_\_\_\_\_

**Please answer either “yes,” “no,” or “don’t know” to the following questions.**

1. Is the nominee saved and not a recent convert to Christianity? \_\_\_\_\_
2. Do you believe he would uphold the GEBC constitution? \_\_\_\_\_
3. Do you consider him spiritually mature, able to make wise decisions? \_\_\_\_\_
4. Is he above reproach, without immoral conduct? \_\_\_\_\_
5. Is his marriage and family a model of godliness for the congregation? \_\_\_\_\_
6. Does he assume responsibility as the spiritual leader of his home? \_\_\_\_\_
7. Are his children believers, who respect and obey him? \_\_\_\_\_
8. Is his wife worthy of respect, not a gossip, reasonable and trustworthy? \_\_\_\_\_
9. Is he sincere, reasonable, self-controlled and disciplined? \_\_\_\_\_
10. With others is he respectful, not overbearing, not quick tempered, not quarrelsome, not violent, possessing a good reputation both inside out outside the church? \_\_\_\_\_
11. Is he hospitable and a lover of what is good according to Scripture? \_\_\_\_\_
12. Is he generous with his money, not focused on the gaining wealth, and receiving all his money in an honest manner? \_\_\_\_\_
13. Does he possess sound doctrine, able to encourage those who do not understand the Scripture and to refute those who oppose it? \_\_\_\_\_
14. Do you believe that he holds firmly to biblical truth regardless of the personal cost? \_\_\_\_\_
15. Is he humble and teachable? \_\_\_\_\_
16. Can you recommend that he be considered for elder without reservation? \_\_\_\_\_
17. Do you believe he has been sufficiently tested in his Christian walk and has demonstrated that he is fully qualified to serve as an elder? \_\_\_\_\_

**Please answer the following questions with short written answers.**

18. How has this individual been actively involved in the ministries of GEBC?  
\_\_\_\_\_  
\_\_\_\_\_
19. How has this individual demonstrated the gift of leadership and teaching?  
\_\_\_\_\_  
\_\_\_\_\_
20. How has this individual demonstrated spiritual maturity?  
\_\_\_\_\_  
\_\_\_\_\_

**Thank you for taking the time to fill out this questionnaire. Please tear it off from the packet of and return it to the GEBC office or mail to the address below.**

Mike Hendriksen, Chair of Elder Nominating Committee  
Glen Ellyn Bible Church, 501 Hillside Avenue, Glen Ellyn, Illinois 60137