



# MARANATHA FAITH ASSEMBLIES

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## CONSTITUTION

## **PREAMBLE**

**WHEREAS** in 1967 two (2) Swedish missionary families were invited by a local pastor to establish a mission at Komotobo in Kuria District, Southern Nyanza Region, for the purpose of spiritual and social ministry;

**WHEREAS** the mission was subsequently established and registered under the name and style of **SWEDISH PENTECOSTAL MISSION**;

**AND WHEREAS** in 1972, Reverend Curt Johansson and his wife, the successors of the original missionaries, while acting in cooperation with the local leadership, reorganized the work of the mission and subsequently changed the name of the mission to **MARANATHA MISSION OF KENYA**;

**RECOGNIZING** that through the grace of God and the selfless efforts of the foreign missionaries, the local leadership and congregations, tremendous spiritual and social growth was realized by the mission;

**CONSIDERING** this growth and the subsequent establishment of a large number of assemblies with a national body capable of developing local and international partnership, as well as the transition of leadership from the foreign missionaries to the local leadership, it has been deemed necessary to change the name from **MARANATHA MISSION OF KENYA** to **MARANATHA FAITH ASSEMBLIES** to reflect the reality.

**CONSIDERING** these changes, it has been and is deemed necessary to amend the constitution of the **MARANATHA MISSION OF KENYA**;

NOW THIS CONSTITUTION WITNESSETH AND PROVIDES AS FOLLOWS:

## **ARTICLE I: INTERPRETATION**

In this Constitution and By-laws the following words and phrases shall have the meaning assigned to them hereunder:-

**Annual General Assembly** Means the Annual General Assembly of Maranatha established under article XII (a) of the Constitution

**Assemblies** means congregations of believers and herein refers to **Maranatha Faith Assemblies**

**Autonomous Local Assembly** means a local Assembly that is self-governing, self-propagating and self-supporting but keeps close fellowship with other local assemblies of MARANATHA, and is subject to the authority structure and policies of MARANATHA

**Committee** means a team established under Article XIV of the Constitution to oversee various core functions of Maranatha under the Boards.

**MARANATHA FAITH ASSEMBLIES shall**, where the context admits, include its predecessor as traced in the preamble to the Constitution.

**Maranatha** means Maranatha Faith Assemblies and includes its predecessors as traced in the preamble to the Constitution.

**National Board** means the National Board of Maranatha established under article XII (a) of the Constitution.

**Order** means the leadership structure of Maranatha.

**Special General Assembly** means the extraordinary meetings of Maranatha as may be called under Article XII (a) (vi) of the Constitution.

**The Board** means a team established under Article XIV of the Constitution to foresee various core functions of Maranatha at the national level.

**The Constitution** means the Constitution of Maranatha Faith Assemblies and the By-laws made pursuant to the Constitution together with any subsequent amendments or alterations effected thereon.

**The Executive Board** shall consist of the General Overseer, the vice-General Overseer, the General Secretary, the vice General Secretary, the General Treasurer and the vice General Treasurer of Maranatha.

Words denoting the feminine gender shall, where the context admits, include the masculine gender and vice versa

Words denoting the singular number shall, where the context admits, include the plural number and vice versa

The head notes and side notes are only used for ease of reference and shall not

be treated or interpreted as substantive provisions of the Constitution.

## **ARTICLE II: NAME**

The name of the Society shall be **MARANATHA FAITH ASSEMBLIES** hereinafter referred to as **MARANATHA**.

## **ARTICLE III: VISION**

The vision of Maranatha is:-

A Transformed and Glorious Church Ready for the Second Coming of Our Saviour and Lord Jesus Christ.

## **ARTICLE IV: MISSION STATEMENT**

The mission of **MARANATHA** is and shall be to:-

- a) Proclaim the Gospel of Jesus Christ to all people of the world.
- b) Establish churches according to the New Testament pattern.
- c) Develop competent leadership for Christian ministry.
- d) Improve the social welfare and or status of the poor and needy.

## **ARTICLE V: CORE VALUES**

The core values of **Maranatha** are and shall be to:-

- a) Uphold **FAITH** in Jesus Christ as our foundation
- b) Esteem **LOVE** for God and humanity.
- c) Promote **JUSTICE** among all people.
- d) Encourage **COMMITMENT** among all members.
- e) Regard **HONESTY** in the stewardship of God's creation.
- f) Advocate **HUMILITY** as the mark of service.
- g) Acknowledge the **SANCTITY** of human life.

## **ARTICLE VI : AFFILIATION**

While maintaining the inherent rights to sovereignty in conducting our own affairs, Maranatha shall voluntarily enter into partnership or liaison with other organizations of similar faith, both locally and internationally, and shall share in the privileges and responsibilities accruing from or pertaining to such partnership.

## **ARTICLE VII: PREROGATIVES**

The prerogatives of Maranatha are and shall be:-

- a) To govern itself according to the Biblical principle of endeavoring to keep: "the unity of the Spirit in the bond of peace, till we all come in the unity of the faith, and of the knowledge of the Son of God, unto a perfect man, unto the measure of the stature of the fullness of Christ"; **Eph. 4:3,13.**
- b) To have a membership that shall be determined by the local Assembly and to discipline its members according to the Scriptures and the provisions of the Constitution;
- c) To appoint its officers and transact all its other businesses pertaining to the life of the society and conduct as a church organization;
- d) To establish and maintain such Boards, Committees, Departments and such other institutions as may be deemed necessary for the propagation of the Gospel and in furtherance of the vision and mission of Maranatha;
- e) To purchase or acquire by gift, inheritance or otherwise, either directly or as trustee, and own, hold in trust, use, sell, convey, mortgage, lease, or otherwise dispose of any real estate movable and immovable or assets as may be necessary and in accordance with the Constitution and the By-Laws;
- f) To publish obtain and or disseminate materials on spiritual, social, educational and environmental issues relating to the extension of the Kingdom of God;
- g) To hold and attend meetings for prayer, worship, preaching, teaching and other forums in line with Christian ethics;
- h) To do and or undertake all such activities as may be deemed incidental or appurtenant to the foregoing.

## **ARTICLE VIII: TENETS OF FAITH**

The tenets of faith of Maranatha are and shall be as follows:-

- a) We believe in God the Creator of the heavens and the earth and all therein; Gen. 1:1-2:24, Ex. 20:11; 1 Sam. 2:8; 2Ki. 19:6; 1Chron. 16:26; Neh. 9:6; Job 9:8-9; Ps. 8:3; 19:1; 24:1-; Acts 17:24-26, Rom. 11:36; Rev. 4:11; 14:7
- b) We believe in the Godhead consisting of the Father, the Son and the Holy Spirit, Three in One and One in Three; 2 Cor. 13:14.
- c) We believe in the deity of Jesus Christ, in His virgin birth, in His atoning death, in His bodily resurrection, in His Ascension to the right hand of the Father 1 Tim. 3:16.
- d) We believe in the Bible as the inspired, infallible and authoritative word of

- God; 2 Pet. 1:21
- e) We believe in the evangelistic and missionary enterprise; Acts. 1:8. Mark 16:15-18.
  - f) We believe that man is created in the image of God, fell from the glory of God through sin and therefore needs salvation; Gen. 1:26. Rom 3:23, Rom. 5:12.
  - g) We believe in the baptism of the Holy Spirit and the manifestations, gifts, Ministries and fruits of the Spirit in the life of a believer; Acts. 2:4; 10:46, 19:16; 1 Cor. 12:8-11; Gal. 5:22-23.
  - h) We believe in the security and protection of God for every believer who shall maintain a holy walk in the Spirit; Jude2; Rom. 8:4.
  - i) We believe in divine healing which is obtained on the basis of the Atonement. Ps.103: 3; James: 5:14-16; 1 Pet. 2:24.
  - j) We believe in the bodily return of our Saviour and Lord Jesus Christ in great power and glory at the close of the present age; Dan. 7:14; Acts 1: 11. 1 Thes. 4:13-18.
  - k) We believe in the resurrection of both the saved and the lost: the saved unto eternal life, and the lost unto eternal punishment; John 5:28-29. 1Cor. 15:51-55 Rev. 20:12.
  - l) We believe in water baptism by immersion of a believer upon repentance; Matt. 28:19. Mark 16:16. Acts 2:41. 8:12. 9:18. 16:33. 18:8 and 19:5.2:38. 10:48. 22:16. Rom. 6:3; Gal. 3:27; Col. 2:12, 1 Pet. 3:21.
  - m) We believe in sanctity of marriage and that the Biblical teaching on monogamy (one man, one wife; one woman, one husband) is the ideal form of marriage; Gen. 2:24. Matt. 5:32. Mark 10:7-9, Rom. 7:2. 1Cor. 7:10-11. 1Tim. 3:12 and Heb. 13:4.
  - n) We believe in the dedication of infants by the laying on of hands; 1 Sam 1:24-28, Mark. 10:13-16.
  - o) We believe in the fellowship of the Lord's Supper; Matt. 26: 26, Mark 14:22, Luke 22:19-20, 19-20, 1 Cor. 10:16, 11:23
  - p) We believe in God as the supreme power and authority over the heavens and the earth and that He has delegate power and authority, through our Lord Jesus Christ, to believers who can now claim victory over Satan and his demonic forces of darkness. Lk 10:19. Mk 6:7, Mk 16 & 17.

## **ARTICLE IX: SCOPE OF AUTHORITY**

The scope of authority of Maranatha shall include:-

### **a. Church Order**

Maranatha subscribes to 'pluralistic leadership with an established order'.

### **b. Commitment to Action**

- i. Any action or pronouncement from the National, Regional or Pastorate office shall commit all members concerned provided that effective communication thereon has been given.
- ii. Any Local Assembly or Pastorate or Region shall be accountable to the immediate higher office for any actions and pronouncements.

## **ARTICLE X: ORDINANCES**

The ordinances of Maranatha are and shall include:-

### **a) Baptism**

The ordinance of baptism by immersion in water shall be administered to all those who have repented of their sins and have believed in Jesus Christ as Saviour and Lord and who give clear evidence of their salvation; Matt. 28:19; Rom. 6:3-5. Col. 2:12.

### **b) The Lord's Supper**

The ordinance of the Lord's Supper shall be observed regularly as enjoined by the scriptures; Luke 22:19-20, 1Cor. 11:23-26.

### **c) Dedication of Children**

Children shall be dedicated to the Lord according to the scriptures; 1 Sam. 1:27 - 28; Lk 2: 27 - 28.

### **d) Holy Matrimony**

Holy matrimony shall be conducted in accordance with the scriptural teaching of monogamy, which shall be administered by a licensed minister in accordance with the African Christian Marriage and Divorce Act, Chapter 151 of the Laws of Kenya. Existing marriage shall be considered for registration after consultation with both parties. No married person shall hold leadership position at any level without observing this ordinance.

### **e) Burial Service**

- i. Burial service of any member of the Assembly shall be conducted by an ordained minister after due consultation with family of the deceased concerning all matters relating thereto.

- ii. No un-authorized person shall take part in the ceremony nor bring any other issue, apart from comforting the family.
- iii. Burials on Sundays shall be discouraged.
- iv. Burial permit shall be produced before any burial is conducted.

**f) Ordination of church Ministers**

- i. Christian workers who have proven by life and ministry that they are true ministers of Jesus Christ, they shall be considered for ordination. Tit.1:7-9; 1 Tim. 3:1-7.
- ii. That they have had a successful ministry for at least two years before ordination and are prepared to spend their time in the ministry.
- iii. That they have completed Bible College at least one (1) year. Have had a long period of successful ministry and are students of the word of God.
- iv. It is desirable that a minister should be legally married.

**g) Dedication of Church Buildings and Assets.**

- i. Hymns
- ii. Prayers
- iii. Sermon
- iv. Opening of the door for the congregation
- v. Hymns
- vi. Welcoming of guests

**ARTICLE XI: MEMBERSHIP**

Membership to Maranatha shall be the subject of the following provisions:-

**a) Basis and Standard of Membership**

The basis and or standard of membership of Maranatha is and shall be:

- i. Being born again; Jn 3:5-8
- ii. Evidence of a genuine experience of regeneration and public confession of faith in the Lord Jesus Christ; John 1:12-13, 1Pet. 1:18-25.
- iii. Evidence of a consistent Christian lifestyle; Rom. 6:3-12.
- iv. Baptism in water by immersion; Matt. 28:19-20, Rom. 6:3-12.
- v. Full subscription and commitment to the values and the tenets of faith as set forth in the Constitution;
- vi. Submission to the Constitution as the instrument of governance in Maranatha;
- vii. Willingness to contribute regularly to support of the Assembly according to his ability through tithes and offerings.



**b) Categories of Membership**

There shall be three categories of Membership in Maranatha:-

**i. Interim Members**

This shall include members who wish to fellowship and receive spiritual nourishment from the Local Assembly, on a provisional basis, while their full membership is under consideration.

**ii. Associate Members**

This shall include members of other churches who wish to fellowship with the Local Assembly.

**iii. Full members**

Full membership shall be open to persons who have met the standard of membership as prescribed in the Constitution and have had fellowship for at least six (6) months.

**c) Transfer of Membership:-**

- i. The members of Maranatha, subject to receiving a letter of transfer from the Local Assembly Committee, shall be free to transfer membership from one Assembly to another;
- ii. In determining whether or not to issue letter of transfer to a member the Local Assembly Committee shall, amongst others, be guided by the spiritual, social and economic needs of the member.

**ARTICLE XII: GOVERNANCE**

**a) GENERAL ASSEMBLY**

- i. The General Assembly shall be the highest governing body of Maranatha and shall uphold the Bible as its final authority in Maranatha;
- ii. The General Assembly shall be held every fifth (5) year at the headquarters of Maranatha;
- iii. The General Assembly of Maranatha shall consist of:-
  - I. The Regional Overseers;
  - II. The Trustees;
  - III. The Council of Elders;
  - IV. The National Women Leader;
  - V. The National Youth Leader;
  - VI. The Executive Board Members.

- iv. The General Assembly shall:
  - I. Provide forum for prayer, fellowship and biblical reflections;
  - II. Elect officers of Maranatha after every five (5) years;
  - III. Deal with matters relating to the Constitution.
- v. The General Overseer or 2/3 of the National Board may call a Special General Assembly when necessary;
- vi. The quorum for the General Assembly shall be 2/3 of the members, including the Officers Maranatha;
- vii. The General Assembly meeting shall be chaired by the General Overseer or, in his absence, the Vice General Overseer PROVIDED THAT the General Assembly shall, in the absence of both the General Overseer and the Vice General Overseer, appoint any office bearer to chair the meeting of the General Assembly at least one (1) hour before the meeting.

**b) NATIONAL BOARD**

- i. There shall be a National Board of Maranatha authorized to carry out the core functions of Maranatha.
- ii. The National Board shall meet at least twice a year for the execution of its functions.
- iii. The National Board of Maranatha shall consist of:-
  - I. The Regional Overseers;
  - II. The Council of Elders;
  - III. The Trustees;
  - IV. The Executive Board Members;
  - V. The Principal of Migori Bible College;
  - VI. The National Women Leader;
  - VII. The National Youth Leader.
- iv. The functions of the National Board shall be to:-
  - I. Appoint and disband boards and committees to execute the mission and perform other functions of Maranatha;
  - II. Receive annual reports subordinate Boards and Committees of Maranatha;
  - III. Formulate and approve major policies;
  - IV. Deal with all disciplinary matters referred to it from the Council of Elders;
  - V. Approve all major budgets of Maranatha;

- VI. Approve new Regions of Maranatha;
  - VII. Approve the ordination any new Regional Overseer of Maranatha;
  - VIII. Discuss and approve all major financial transactions of Maranatha;
  - IX. Approve any major purchase or disposal of property and or assets of Maranatha as proposed by the Board of Trustees;
  - X. Approve any foreign missionaries or volunteers as well as national missionaries of Maranatha.
- v. The quorum for the National Board shall be  $\frac{2}{3}$  of its members PROVIDED THAT such quorum shall always include due representation of the General Overseer, the General Secretary and the General Treasurer.

**c) COUNCIL OF ELDERS**

- i. There shall be the Council of Elders of Maranatha made up of not more than nine (9) members PROVIDED THAT two (2) positions of membership shall be permanently reserved for members of the founding mission organization;
- ii. The Council of Elders shall serve in an advisory capacity to the General Overseer and shall meet from time to time as need arises;
- iii. The members of the Council of Elders shall be appointed from the leaders of Maranatha who have faithfully served and have a proven record in their ministry in Maranatha;
- iv. Members of the Council of Elders shall be ex-officio members of the General Assembly and the National Board;
- v. New members of the Council of Elders shall be recommended by the current members of the Council of Elders and shall be approved by the National Board before appointment;
- vi. Duties of the Council of Elders shall be to:-
  - I. Serve in the advisory capacity with the General Overseer in all spiritual matters pertaining to Maranatha;
  - II. Counsel and lend mutual assistance in the administration and discipline of Maranatha;
  - III. Appoint an interim General Overseer until the next General Assembly in the event the assembly is temporarily without a General Overseer;
  - IV. Prepare the Agenda for the National Board meetings.

**d) BOARD OF TRUSTEES**

- i. There shall be a Board of Trustees comprising of not more than five (5) and not less than three (3) persons who shall be custodian of the property of Maranatha;
- ii. In the event of the number falling below three (3) the National Board shall appoint one of their number to serve until the next meeting of the General Assembly of Maranatha;
- iii. Trustees shall be accountable to the National Board and the General Assembly;
- iv. Powers and Limitations of Trustees:-
  - I. All immovable property of Maranatha Faith Assemblies including but not limited to land and buildings, shall vest in the Board Trustees, which shall be subject to the control of the National Board of Maranatha.
  - II. The Board of Trustees shall explain any matter concerning the trust property as may be raised from time to time at any meeting of Maranatha.
  - III. The Board of Trustees shall not sell, exchange or mortgage any property of Maranatha except by authority of the National Board.
  - IV. A minimum of two (2) Trustees shall sign every document bearing the common seal of Maranatha.

**e) EXECUTIVE BOARD**

- i. There shall be an Executive Board of Maranatha comprising:-
  - I. The General Overseer;
  - II. The Vice General Overseer;
  - III. The General Secretary;
  - IV. The Vice General Secretary;
  - V. The General Treasurer;
  - VI. The Vice General Treasurer;
  - VII. The representative of Maranatha Institutions.
- ii. The Board shall be elected for a term of five (5) years and shall be eligible for re-election as long as they hold Article XII SEC.E.
- iii. The Executive Board shall transact all business of Maranatha in accordance to the Constitution
- iv. The duties of the Executive Board shall be to:-
  - I. Effectively communicate the Vision, Mission, and prerogatives of

- Maranatha to members and partners;
- II. Prepare strategic plans for approval by the National Board and to implement the approved plans;
  - III. Deal with all the disciplinary and conflict matters from the Regions on behalf of the National Board;
  - IV. Formulate administrative and personnel policies and guidelines. To formulate new policies;
  - V. Appoint and supervise senior staff of Maranatha;
  - VI. Liaise with partners on behalf of Maranatha;
  - VII. Carry the responsibility for the stewardship of the resources and assets of Maranatha;
  - VIII. Ensure that the business of Maranatha is implemented according to the decisions of the National Board;
  - IX. Attend to the daily businesses of the organization;
  - X. Attend to any other duty assigned by the National Board.

**f) General Overseer**

- i. There shall be a General Overseer and a Vice General Overseer of Maranatha;
- ii. The General Overseer and the Vice General Overseer shall be elected by two thirds (2/3) vote by the General Assembly from the members of the leadership of Maranatha upon proposal by the Council of Elders and the National Board through secret ballot. If in the first round the leading candidate gets votes below the 2/3 mark requirement, then exercise shall be repeated and if the same happens in the second round, then the principal of simple majority shall be applied;
- iii. The General Overseer shall be the spiritual head of Maranatha and the general supervisor of all the Assemblies;
- iv. The General Overseer shall serve for a term of five (5) years and shall be eligible for re-election for other term(s) as may deem necessary by the General Assembly;
- v. The functions of the General Overseer:-
  - I. He shall be the head, the spiritual leader and official spokesman of Maranatha;
  - II. He shall chair all the meetings of the General Assembly, the National Board and the Executive Board;
  - III. He shall be an ex-officio member of all Boards and Committees of Maranatha;
  - IV. He shall communicate the vision and the mission of Maranatha to its

constituents;

V. He shall be a signatory to the main Bank Account.

VI. He shall handle all administrative, consultations and partnership matters of Maranatha.

**g) Vice General Overseer**

- i. The Vice General Overseer shall whenever necessary deputize for the General Overseer;
- ii. He shall perform any other duties delegated to him by the General Overseer, the General Assembly or the National Board;
- iii. In the event that the General Overseer resigns, is incapacitated or dies, the Vice General Overseer shall assume his position, if he is recommended by the Council of Elders and approved by the National Board, in the interim until a special General Assembly is convened.

**h) General Secretary**

- i. There shall be a General Secretary and a Vice General Secretary of Maranatha who shall be elected by the General Assembly for a period of five (5) years through secret ballot.
- ii. They General Secretary shall be eligible for re-election for other term(s) as may deem necessary by the General Assembly.
- iii. The duties of the general Secretary shall be to:-
  - I. Be the secretary to the General Assembly, the National Board and the Executive Board.
  - II. Issue notices of all meetings of the General Assembly, the National Board and the Executive Board as directed by those Boards.
  - III. Be a signatory of the main Bank Account.
  - IV. Present proposals to amend the Constitution and By-laws to the General Assembly.
  - V. Perform any other duties as assigned by the General Assembly, the National Board and the Executive Board.

**i) Vice-General Secretary**

- i. The Vice-General Secretary shall deputize for the General Secretary and perform other duties delegated by the General Secretary, the Executive or the National Board;
- ii. In the event that the General Secretary resigns, is incapacitated or dies, the Vice General Secretary shall assume his position in the interim until a special General Assembly is convened.

**j) General Treasurer**

- i. There shall be a General Treasurer and a Vice-General Treasurer of Maranatha who shall be elected by the General Assembly. They shall serve a term of five (5) years and are eligible for re-election for other term(s) as may deem necessary by the General Assembly.
- ii. The duties of the General Treasurer shall be to:-
  - I. Be the chairman of the Finance Committee;
  - II. Receive and disburse all the funds committed to him under the direction of the National Board and or the Executive Board and the General Assembly;
  - III. Prepare a budget for discussion by the Financial Committee and for approval by the National Board;
  - IV. Ensure that all the books of accounts from the National Board, Regional Board and Pastorate Boards are audited annually;
  - V. Issue Financial Policies and guidelines for Regional and Pastorate Treasurers;
  - VI. Prepare a final financial report for approval by the National Board;
  - VII. Perform all the other duties as assigned by the Executive, the National Board and the General Assembly.

**k) Vice-General Treasurer**

- i. The Vice-General Treasurer shall deputize for the General Treasurer and perform other duties delegated by the General Treasurer, the Executive or the National Board;
- ii. In the event that the General Treasurer resigns, is incapacitated or dies, the Vice General Treasurer shall assume his position in the interim until a special General Assembly is convened.

**l) Principal National Coordinator (PNC)**

- i. There shall be a Principal National Coordinator who shall be appointed by the Executive Board and approved by the National Board.
- ii. The duties of the Principal National Coordinator:-
  - I. Foster trust, dialogue and discipline to enhance performance.
  - II. Planning, organizing and communicating strategies.
  - III. Identify opportunities for the growth of Maranatha.
  - IV. Writing good fundraising proposals.
  - V. Inspiring local assemblies to raise funds for the National Headquarter.
  - VI. Initiate and implement administrative systems
  - VII. Recruit, manage and train staff.
  - VIII. Exercise general control of financial matter.

### **ARTICLE XIII: REGIONS**

- a) There shall be established such Regions consisting of at least five (5) Pastorates and a minimum membership of not less than 2,500 persons as may be deemed necessary for the efficient execution of the vision, mission and prerogatives of Maranatha.
- b) Each Region shall be presided over by Regional Committees constituted by a Regional Overseer, Pastorate Overseers and representatives of the Women Ministry, the Men's Ministry, the Youth ministry, the Children's ministry and the Social programs departments.
- c) The functions of the Regional Committees shall be to:-
  - i. Oversee the work of the Region;
  - ii. Organize Regional Conventions, Conferences and Seminars;
  - iii. Harmonize the functions of the Pastorates;
  - iv. Appoint and approve the Pastorate Overseers and recommend them for ordination by the Regional Overseer;
  - v. Collect and remit the support for the National Support Fund according to the policy established by the National Board;
  - vi. Support Migori Bible College financially and to send students to the same;
  - vii. Receive reports from the Pastorates and forward them to the National Board for purposes of approval, consideration or record;
  - viii. Carry out any or the National Board may assign any other duties as to it;
  - ix. Appropriate actions will be taken against any Region that will not comply with the stipulated policies of Maranatha.
- d) There shall be established the office of the Regional Overseer whose responsibilities shall be:-
  - i. Chair the Regional Committee meetings;
  - ii. Perform major ordinances as stipulated by the Constitution;
  - iii. Represent the Local Assemblies within the Region in matters relating to public affairs;
  - iv. Represent the Region in the National Board;
  - v. Carry out any other duties as may be assigned to it by the General Overseer.
- e) **Pastorates**
  - i. There shall be established such Pastorates consisting of at least ten (10) Local Assemblies and with a membership of not less than 500 persons as may be deemed necessary for the efficient execution of the vision, mission



- and prerogatives of Maranatha;
- ii. The leadership of a Pastorate shall be made up of the Pastorate Overseer, the Pastors and a representation from the Women ministry, the Men's ministry, the Youth Ministry, the Children's Ministry and the Social programs department;
- iii. The duties of the Pastorate Overseer shall be to:-
  - a. Chair the Pastorate Committee;
  - b. Perform the ordinance as stipulated in the constitution and the by-laws;
  - c. Performs any other duties, as may be assigned by the Regional office.

**f) Local Assemblies**

- i. A Local Assembly of Maranatha shall be constituted by a group of people who have agreed in the name of Jesus Christ under the auspices of Maranatha to meet regularly in a place to worship God, to be instructed in the Word of God, to have fellowship with one another and to share in the ordinances of Maranatha.
- ii. An Assembly must have not less than fifty (50) members who attend on regular basis and is expected to support their pastor.
- iii. An Assembly with at least three hundred (300) members, which is self-supporting, self-governing and self-propagating, shall be eligible for full autonomy.
- iv. A Local Assembly with NOT enough members to carry on the service or which is not properly organized and not functioning according to the Tenants of Faith of Maranatha shall be disbanded.
- v. No Local Assembly shall be disbanded by anyone other than the Pastorate Committee
- vi. The leadership of the Local Assembly shall be constituted by the Pastor(s), Elders and Deacons, qualified according to I Tim. 3:1-7. Titus 1: 6-9.
  - a. The Pastor should be enabled and properly trained and mentored with at least one (1) year in Bible School and shall be appointed and approved by the Pastorate Committee and ordained by the Regional Overseer.
  - b. A Pastor must not be transferred from his Assembly against the will of the members. Any transfer of a pastor must be approved by the Regional Committee.
  - c. Duties of the Pastor shall be to:-
    - I. Oversee the affairs of the Assembly;
    - II. Be Chairman of the Assembly Committee;
    - III. Perform the ordinances of the Assembly;

- IV. Preach and teach the Biblical doctrines;
  - V. Liaise with the Local Assembly Committee to administer the affairs of the Assembly;
  - VI. Mentor leadership;
  - VII. Be ex-officio member of other committees of the Assembly;
  - VIII. Carry out any other duties as assigned by the Pastorate Committee.
- d. Elders shall be appointed and approved by the Local Assembly Committee and later be ordained by the Pastorate Overseer;
  - e. Deacons shall be appointed and approved by the Local Assembly Committee and later ordained by the Pastor of the Local Assembly;
  - f. The duties of the Elders shall be to:-
    - I. Assist the Pastor in overseeing the Local Assembly;
    - II. Assist the Pastor in preaching and teaching, if gifted;
    - III. Serve in an advisory capacity;
    - IV. Assist the Pastor in all other spiritual matters of the Local Assembly.
  - g. The duties of the Deacons and the Deaconesses shall be to:-
    - I. Assist the Assembly in matters pertaining to the social welfare of the members;
    - II. Perform any other practical duties in the Local Assembly as may be assigned to it from time to time.

#### **ARTICLE XIV: COMMITTEES**

- i. The National Board may appoint and disband committees to perform the core and other functions of Maranatha.
- ii. The committees shall consist of office bearers and members as may be deemed necessary.

##### **a) Mission and Evangelism Committee**

- i. There shall be a Mission and Evangelism Committee constituted by representatives, who are appointed by the National Board.
- ii. The representatives shall choose a chairman from among their number.
- iii. The National Coordinator, by virtue of his office, shall be the secretary of the evangelism Committee.
- iv. The National Coordinator shall be proposed by the Executive Board and approved by National Board.
- v. Functions of the Mission and Evangelism Board shall be to:
  - I. Plan evangelistic outreaches and missions;
  - II. Formulate policies for missions and evangelism;

- III. Co-ordinate regional, mission and evangelistic activities of Maranatha;
  - IV. Carry out discipleship training for evangelists;
  - V. Identify mission fields and recommend local and foreign missionaries to the National Board;
  - VI. Formulate strategies for funding mission and evangelism outreaches.
  - VII. Receive reports on mission and evangelistic work;
  - VIII. Carry out other functions as may be assigned by the Executive Board.
- vi. The Mission and Evangelism Board may form departments and sub-committees as it may deem necessary for the due execution of its duties.
- vii. The National Mission and Evangelism Coordinator shall be a minister of Maranatha. His duties shall be to:-
- I. Be a secretary of the Mission and Evangelism Committee;
  - II. Be a Coordinator for mission and evangelism activities;
  - III. Compile reports on mission and evangelistic activities;
  - IV. Implement the decisions of the Mission and Evangelistic Committee;
  - V. Perform any other duties as may be assigned by the Mission and Evangelism Committee.
- viii. The qualification of the National Coordinator shall be a record of fruitful evangelistic ministry for not less than 5 years in Maranatha

**b) Finance and Development Committee**

- i. There shall be Finance and Development Committee of Maranatha constituted of the General Overseer, the General Treasurer, the Vice General Treasurer, the Principal National Coordinator plus three (3) members appointed by the National Board.
- ii. The core business of Maranatha shall include, but are not limited to: Education, Family Care, Health, Environment, Capacity building, Hostels etc.
- iii. The Principal National Coordinator by the virtue of his office shall be the secretary of the Finance and Development Committee.
- iv. The functions of the Finance and Development Committee shall be to:-
  - I. Formulate development programmes, strategies and policies;
  - II. Coordinate, supervise and manage the financial and development activities of Maranatha;
  - III. Ensure responsible stewardship and accountability of all the financial resources of Maranatha;
  - IV. Plan and administer pensions funds for ministers;
  - V. Perform any other duties as may be assigned by the National Board or

the Executive Board.

- v. The Finance and Development Committee shall be accountable to the National Board and the Executive Board;
- vi. The Finance and Development Committee shall meet at least thrice (3) a year;
- vii. The quorum of the Finance and Development Committee shall be two thirds ( $\frac{2}{3}$ ) of the members PROVIDED THAT either the General Treasurer or the Principal National Coordinator shall have to be present at every meeting for a valid quorum.

**c) Local Assembly Committee**

- i. There shall be the Local Assembly Committee of Maranatha constituted by the Pastor, Elders, one (1) Deacon, the Women leader, the Men's ministry leader, the Youth leader and the Children's ministry leader;
- ii. The members of the Local Assembly Committee shall choose among their number the secretary and treasurer;
- iii. The functions of the Local Assembly Committee shall be to:-
  - I. Accept and grant membership transfers;
  - II. Direct the raising and spending of all the funds of the Assembly;
  - III. Discipline and or reconcile members of the Local Assembly;
  - IV. Plan and implement spiritual, social and developmental programs of the Local Assembly;
  - V. Organize regular Local Assembly services, conferences, seminars and conventions;
  - VI. Prepare monthly, quarterly and annual financial and narrative reports of the Local Assembly.

**ARTICLE XV: FINANCE**

- a. Maranatha shall be supported by and financed through the principles of stewardship stipulated in the Bible.
  - i. Tithes and offerings shall be received from all members and friends of Maranatha; Mal.3:10; Matt. 23:23; Heb. 7:4-9.
  - ii. A special annual contribution for the National Support Fund shall be collected by the Regional Committee and forwarded to the National Headquarter according to the policy established by the National Board.
- b. Maranatha may acquire funds through Loans and Borrowings from legally registered financial institutions PROVIDED such credit facility shall be approved by the Executive Board and endorsed by the Board of Trustees;

- c. The Treasurer and the Finance Development Committee shall administer the funds as directed by the National and Executive Boards.

### **ARTICLE XVI: DISCIPLINE**

The discipline of Members of Maranatha shall be undertaken in accordance with Rule VIII of the By-Laws.

### **ARTICLE XVII: PROPERTY**

- a. All property of Maranatha, both real and chattel, shall be taken, held, sold, transferred or conveyed in the name of Maranatha.
- b. No real Property or chattel of Maranatha shall be sold, leased, mortgaged or otherwise dispose of, without the same shall have been authorized by at least a two-thirds ( $\frac{2}{3}$ ) majority vote of the members present at a regular business meeting or special business meeting of Maranatha which has been duly called for the consideration of the proposal.
- c. The General Overseer, the General Secretary and the Trustees of Maranatha shall certify in such conveyance, lease or mortgage that the same has been duly authorized by the vote of the membership. Such certificate shall be held to be conclusive evidence thereof.
- d. In the event that Maranatha shall cease to function upon dissolution the said property, real or chattel shall be sold and proceeds thereof donated to organization of the like mission as the Maranatha.

### **ARTICLE XVIII: REGULATIONS AND BY-LAWS**

Maranatha has power to make and or adopt By-Laws and Regulations for the due administration of the society PROVIDED THAT all By-laws and Regulations made shall be consistent with the provisions of the Constitution.

### **ARTICLE XIX: AMENDMENTS**

Amendments to the Constitution shall be effected in accordance with Rule XII of the By-Laws.

### **ARTICLE XX: DISSOLUTION**

Maranatha shall be dissolved in accordance with Rule XIV of the By-laws.



# MARANATHA FAITH ASSEMBLIES

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## BY-LAWS

## **RULE I: INTERPRETATION**

- a. These By-Laws are the By-Laws of Maranatha and shall, subject to the Constitution, have the force of law in all the Assemblies of Maranatha and bind all members of Maranatha.
- b. The By-Laws have been made in accordance with Article XVIII of the Constitution of Maranatha.
- c. In these By-Laws:-
  - i. Words denoting the feminine gender shall, where the context admits, include the masculine gender and vice versa
  - ii. Words denoting the singular number shall, where the context admits, include the plural number and vice versa
  - iii. The head notes are only used for ease of reference and shall not be treated or interpreted as substantive provisions the By-Laws.

## **RULE II: MEMBERSHIP.**

- a. Person desiring to become a member of the Local Assembly of Maranatha shall make the fact known to the Elders, who shall examine the applicant according to the standard of membership.
- b. The Elders shall present the names of those who apply for membership with their recommendation to the Local Assembly Committee.
- c. The Local Assembly Committee shall, after due consideration, welcome the applicant for membership into the local fellowship at an appropriate service.
- d. Upon being admitted into membership of the Maranatha, the name of the new member shall be entered in the Assembly Roster Book.
- e. Every member shall be issued with a membership card that shall be conclusive evidence, until proven otherwise, of his membership of Maranatha.

## **RULE III: ORGANIZATION STRUCTURE OF MARANATHA.**

- a) Organs
  - i. The following organs shall be charged with the execution of the vision, mission and goals of Maranatha:-
    - a. General Assembly;
    - b. National Board;
    - c. Council of Elders;
    - d. Executive Board;
    - e. Regions;

- f. Pastorates;
- g. Local Assemblies.

b) Hierarchy

- i. The organizational structure of Maranatha shall consist of four (4) levels:-
  - a. The National Office;
  - b. The Regional Office;
  - c. The Pastorates;
  - d. The Local Assembly.

**c) THE NATIONAL OFFICE**

- i. The National Level of Maranatha shall function countrywide and shall provide a national network support and interactions for regions in all the eight (8) provinces of Kenya. It shall also network with other church organizations in Kenya, Africa and the whole world;
- ii. The National Office shall include:-
  - a. The National Board;
  - b. The Executive Board;
  - c. The Council of Elders;
  - d. The Board of Trustees;
  - e. Mission and Evangelism Committee;
  - f. Finance and Development Committee.

**d) THE REGIONAL OFFICE**

- i. This shall provide focused leadership and support directly within the region where Maranatha is at work.
- ii. There shall be Regional Ministry Committees of Maranatha, under the Regional Committee, namely:-
  - a. The Pastorate Overseers;
  - b. Sunday School Ministry;
  - c. Youth Ministry;
  - d. Women's Ministry;
  - e. Men's Ministry.
- iii. The Regions shall form any other sub-committees as may deem necessary.

**e) THE PASTORATES**

- i. The Pastorate level of Maranatha shall provide direct leadership and support to the Local Assemblies which have not yet reached autonomous status;



- ii. There shall be Pastorate Ministry Committees, under the Regional Committee, namely:-
  - a. Pastors of the Local Assemblies;
  - b. Sunday School Ministry;
  - c. Youth Ministry;
  - d. Women's Ministry.
- iii. The Pastorates shall form any other sub-committees as may deem necessary.

**f) THE LOCAL ASSEMBLY**

- i. The Local Assembly shall provide care for members of Maranatha.
- ii. The organs of the Local Assembly shall be:-
  - a. Local Assembly Committee;
  - b. Sunday School Ministry Committee;
  - c. Youth Ministry Committee;
  - d. Women's Ministry Committee.
- iii. The Local assembly may form and other sub-committee as may deemed necessary.

**g) FLEXIBILITY OF THE STRUCTURE**

At all levels of Maranatha, effort shall be made to retain flexibility. The structure shall be reviewed constantly to make Maranatha relevant in its service delivery to the Members.

**RULE IV: VACANCIES AND ELECTIONS**

**a) ELECTIONS OF OFFICERS**

- i. The candidates for the offices of the General Overseer, the vice General Overseer, the General Secretary, the vice General Secretary, the General Treasurer and the vice General Treasurer of Maranatha shall be nominated by the National Board upon recommendation by the Council of Elders.
- ii. If a person receives  $\frac{2}{3}$  majority votes of the General Assembly of Maranatha, it shall constitute an election. If in the first round the leading candidate gets votes below the  $\frac{2}{3}$  mark requirement, the exercise shall be repeated and if the same happens in the second round, then the principal of simple majority shall be applied.
- iii. The members of the Executive Board shall be mature leaders who are:-
  - a. Ordained ministers of Maranatha at least three (3) years;

- b. Persons of proven experience and abilities;
  - c. Loyal to Maranatha and are committed to the mission and vision of Maranatha.
- iv. The term of office of the Officers shall begin at the time of election to office and shall continue for a period of five (5) years.
- v. Election Procedure:-
- a. The Council of Elders of Maranatha shall meet a week before the Election Day to recommend suitable candidates for every office and present the names to the National Board for nomination;
  - b. The National Board, upon the recommendations from the Council of Elders, shall meet two days before the Election Day to nominate at least two suitable candidates for every office to be elected by the General Assembly;
  - c. The National Board shall, a day before the election appoint an election officer from among the members of Maranatha or partners;
  - d. The election officer shall duly verify legitimate participants in the General Assembly before the election process starts. The criteria for the identification of the legitimate participants shall be as stipulated in the composition of the General Assembly and as set out in the constitution;
  - e. Every candidate for election shall have a written recommendation and nomination papers from the Council of Elders and the National Board;
  - f. Terms of reference from both the Constitution and the By-Laws shall be read to all candidates and the members of the General Assembly before the Election starts;
  - g. Election shall be by secret ballot for each candidate. Upon receiving two-thirds vote of the members of the General Assembly the candidate shall be declared the winner and he shall proceed and assume office immediately.

#### **b) ELECTION OF THE COUNCIL OF ELDERS**

The National Board of Maranatha upon recommendations by the present Council of Elders shall approve and appoint any new member of the Council of Elders.

#### **c) ELECTION OF TRUSTEES**

- i. There shall be not more than ... and not less than three Trustees for Maranatha at any one time;
- ii. The Trustees shall be recommended by the Council of Elders and elected

- by the National Board;
- iii. The Trustees will hold office for a period of five (5) years and shall be eligible for re-election;
  - iv. In the event of any cause reducing the number to below the said minimum the General Overseer shall appoint a member from the National Board to stand in as trustee the interim period.

**d) ASSUMPTION OF OFFICE:**

Those elected at the General Assembly of Maranatha shall assume office immediately upon election.

**e) VACANCIES.**

**i. The General Overseer**

- a. If the General Overseer of Maranatha has been called for a definite period of time, the tenure of the office shall terminate at the end of his term of service;
- b. In the event that the General Overseer or the vice General Overseer shall have serious charges presented against him, or his ministry has ceased to be effective, or a provision has been made for the termination of his ministry, power is vested to the Council of Elders to ask the General Overseer at any time to resign. The same will apply to vice General Overseer;
- c. If a request for the resignation has not been accepted, the office of the General Overseer shall not be considered vacant until the action of the National Board has confirmed his resignation.

**ii. Other Officers**

- a. Any other office of Maranatha may be declared vacant by an action of the members of the National Board at any regular or special business meeting. Ground for such action shall be:-
  - I. Unscriptural conduct;
  - II. Doctrinal departure from the tenets of faith;
  - III. Incompetence in the office.
- b. Any incumbent under charges shall have the opportunity for a fair and impartial hearing of his case before the Council of Elders;
- c. The National Board of Maranatha is empowered, upon recommendation from the Council of Elders, to fill by appointment any irregular vacancy;

- d. d. The provisions of sub- rule (ii) (a) above shall apply up to Pastorate level. The cases of pastors and Local Assembly leadership will be handled at the Regional level.

**iii. Trustees.**

- a. Termination of Office and Re-Appointment
  - I. A Trustee may resign from office on giving three months notice on writing to the National Board of Maranatha;
  - II. A Trustee may be terminated from office for reasons, which the National Board may deem valid by two-thirds-majority vote of National Board.

**RULE V: RECOMMENDATIONS APPROVALS AND VOTING AGE**

- a. The Regional Chairman of Maranatha shall be recommended by Regional Committee and approved by the National Board;
- b. The Pastorate Chairman shall be recommended Pastorate Committee and approved by the Regional Committee;
- c. The Pastor shall be recommended by the Pastorate Chairman and after consultation with the Local Assembly Committee, the Pastorate Committee shall approve him;
- d. The Elder shall be appointed and approved by the Local Assembly Committee and later ordained by the Pastor;
- e. All members sixteen years of age and above shall constitute the voting membership of Maranatha.

**RULE VI: MINISTRIES AND DEPARTMENTS.**

**a) The Children's Ministry**

- i. There shall be a Children Ministry Department of Maranatha, which shall oversee the ministry to the children in all the Local Assemblies. The department shall have a national committee accountable to the National Board and supervised by the Executive Board.
- ii. The function of the Children Ministry Department shall be:-
  - a. To co-ordinate the activities of the children ministry in the region;
  - b. To develop materials for teaching children;
  - c. To train teachers for children ministry;
  - d. To formulate plans, strategies and policies for developing children ministry;
  - e. To solicit funds for children ministry activities.

- iii. There shall be a children ministry superintendent who shall be appointed after every four years for at most two terms;
- iv. The Children Ministry Superintendent shall be the secretary to the Children Ministry Committee;
- v. The qualification of the superintendent shall be:-
  - a. A mature Christian;
  - b. Has got Bible or teaching training;
  - c. Has love for the children.

**b) Youth Ministry**

- i. There shall be a Youth Ministry Department of Maranatha to promote fellowship and service among the young people of the Assembly.
- ii. The Youth Ministry Department shall have a National Committee comprising of the Regional Youth leaders from among whom they will elect their office bearers namely:-the chairman, vice chairman, the secretary, vice secretary, treasurer and vice treasurer. The Youth Ministry Department shall have two other members from the National Board who will act as advisors.
- iii. The committee shall be accountable to the National Board and shall be supervised by the Executive Board and shall be governed by its own by-laws.
- iv. The functions of the National Youth Committee shall be:-
  - a. To co-ordinate the youth fellowship and services of the Assembly;
  - b. To formulate strategies for funding youth ministry activities;
  - c. To preside over the election of the Regional and Pastorate Youth Committee;
  - d. To organize youth conferences, seminars and excursions (trips);
  - e. To develop plans, strategies and policies for dealing with youth challenges and needs;
  - f. To identify and develop youth leadership capacities through mentoring discipleship and taking responsibilities of their own destiny;
  - g. To perform any other duties as may be deemed necessary.

**c) Women Ministry**

- i. There shall be a Women Ministry Department to promote fellowship and service among the women of Maranatha.
- ii. The Women Ministry shall have a National committee comprising of the Regional women leaders. The committee shall elect their officers from among their members, who shall be known as the National Women leader, the Secretary, the Vice secretary, the Treasurer and the vice Treasurer.
- iii. The National Committee of the Women's Ministry shall co-opt two members

- from the National Board who shall act as advisors.
- iv. The National Women's Ministry Committee shall be accountable to the National Board and shall be supervised by the Executive Board and shall be governed by its own By-laws.
  - v. The functions of the National Women Ministry Committee shall be:-
    - a. To formulate strategies and plans for funding women activities;
    - b. To organize and co-ordinate the women fellowships, conferences, seminar and other activities;
    - c. To make and amend the By-laws of the Women Ministry;
    - d. To preside over the election of Regional and Pastorate Women Ministry Committee;
    - e. To identify and develop women leadership capacities through programmes and seminars;
    - f. To develop plans and strategies fashioned to solve the challenges and needs of women;
    - g. To perform any other functions as deemed necessary.
  - vi. There shall be Women's Ministry Committees in all Regions, Pastorates and Local Assemblies.

**d) Men's Ministry**

- i. There shall be Men's Ministry Department to promote fellowship and service among the men of Maranatha;
- ii. The men's ministry shall have a National committee comprising of the Regional men fellowship leaders. The committee shall elect their officers from among their members who shall be the National Men leader, Secretary, vice Secretary, Treasurer and vice Treasurer;
- iii. The National men's Ministry committee shall co-opt two members from the National Board who shall act as advisors;
- iv. The National Men's Ministry Committee shall be accountable to the National Board and shall be supervised by the Executive Board and shall be governed by its own By-laws;
- v. The functions of the National Men's Fellowship shall be:-
  - a. To formulate strategies and plans for funding men's activities;
  - b. To organise and co-ordinate men's fellowships, conferences, seminars and other activities;
  - c. To make and amend the By-laws of the Men's Fellowship Ministry;
  - d. To preside over the election of Regional and Pastorate men's fellowship Ministry Committee;
  - e. To identify and develop men's leadership capacities through

- programmes and seminars;
- f. To develop plans and strategies designed to solve men's challenges and needs;
- g. To perform any functions as may be deemed necessary.

vi. There shall be a Men's Ministry Committee in all Regions, Pastorate and Assemblies.

## **RULE VII: MEETINGS AND CONDUCT OF BUSINESS.**

### **a) General Assembly Meetings.**

- i. The General Assembly of Maranatha shall be governed by the accepted rules of procedure and shall be conducted in the spirit of Christ and brotherly counsel;
- ii. The regular order of business of the General Assembly shall be as follows:-
  - a. Scripture reading and prayer;
  - b. Reading of minutes;
  - c. Report of the Secretary;
  - d. Report of the Treasurer;
  - e. Reports of the Committees;
  - f. Unfinished business;
  - g. Election of officers;
  - h. Any Other Business;
  - i. Adjournment.

### **b) National Board**

- i. The regular order of business of the National Board shall be as follows:-
  - a. Scripture reading and prayer;
  - b. Reading of minutes;
  - c. Report of the Secretary;
  - d. Report of the Treasurer;
  - e. Reports of the Committees;
  - f. Unfinished business;
  - g. Nominations and Appointments of officers;
  - h. Any Other Business;
  - i. Adjournment.

### **c) Regional Meetings**

- i. There shall be a General Meeting of the Region of Maranatha held every year.

- ii. The notices of the meeting shall be give at least three (3) Sundays before the meeting;
- iii. Special meetings of the Regional Assembly may be called by the Regional Committee and moderated by a representative of the National Board;
- iv. The business of the Regional Meeting may be decided by the two thirds of the members present;
- v. The regular order of business for the annual meeting of the Regional Assembly shall be as in (b) (i) above.

**d) Pastorate Meetings**

- i. There shall be a General meeting of the Pastorate of Maranatha held every year;
- ii. The notices of the meeting shall be give at least three Sundays before the meeting;
- iii. Special meetings of the Pastorate Assembly may be called by the Pastorate Committee and moderated by the representative of the Regional Committee;
- iv. The business of the Pastorate Meeting may be decided by the two thirds of the members present;
- v. The regular order of business for the annual meeting of the Pastorate Assembly shall be as in (b) (i) above.

**e) Local Church Meetings**

- i. There shall be a general meeting of the Local Assembly of Maranatha held every year;
- ii. The notices of the meeting shall be give at least three Sundays before the meeting;
- iii. Special meetings of the Pastorate Assembly may be called by the Local Assembly Committee and moderated by the Pastor;
- iv. The business of the Local Assembly Meeting may be decided by the two thirds of the members present;
- v. The regular order of business for the annual meeting of the Local Assembly shall be as in sub-rule1 in (b) (i) above.

**f) Board and Committee Meetings**

- i. There shall be business meetings of the Boards and Committees of Maranatha held at least twice every year;
- ii. The notices of the meeting shall be given at least three (3) weeks before the meeting;
- iii. The Chairman or the General Overseer may call special meetings of the



- Board and Committee;
- iv. The business of the Board and Committee may be decided by the majority votes of the members present;
  - v. The regular order of business for the annual meeting of the Committee shall be in (b) (i) above.

**g) Departmental Meetings.**

- i. There shall be a monthly business meeting of the departments.
- ii. The notices of the meeting shall be given at least three days before the meeting.
- iii. The head of the department or the respective leader may call special departmental meetings.
- iv. The business of the department may be decided by general consensus of the members present.
- v. The regular order of business for the annual meeting of the Local Assembly shall be in (b) (i) above.

## **RULE VIII: DISCIPLINE**

**a) GENERAL PROVISIONS**

- i. Discipline of members of Maranatha for correction and restoration shall be administered with mercy, love and patience; Gal 6:1
- ii. No member, pastor or official of Maranatha shall take a matter or a dispute involving a member, a pastor or an official of the church to a court of law or any tribunal without first exhausting the dispute resolution procedures provided hereinafter.
- iii. Any minister of Maranatha planning to engage in civic or parliamentary elections must first resign from his ministerial responsibilities in Maranatha.

**b) DISCIPLINE OF MEMBERS**

**i. Grounds of Discipline**

The following shall be grounds for discipline of members of Maranatha:-

- a. Absenteeism from regular Local Assembly attendance for three (3) consecutive months without proper reason.
- b. Unscriptural conduct or doctrinal departure from tenets of faith held by Maranatha; 1 Cor. 5: 17 - 21, 1 Cor. 5: 11, Rev. 21:8. Gal. 5: 19-21

**ii. Forms of Discipline**

Disciplinary action against the members of Maranatha shall take the following forms:-

- a. Warning
- b. Suspension
- c. Excommunication

Disciplinary action shall be administered by the respective immediate senior Boards and or Committees.

### **iii. Disciplinary Procedure**

The following procedure shall be followed whenever a member shall be subjected to discipline by Maranatha:-

- a. All complaints against a member of Maranatha shall be addressed to the Local Assembly Committee;
- b. The Local Assembly Committee shall not consider a complaint of misconduct or improper act against a member unless it is presented in writing and signed by the complainant;
- c. The accused member shall be advised in writing and invited to appear before the Local Assembly Committee at which time he shall be asked to answer verbally to the complaint or accusation against him in the presence of the complainant;
- d. In the event that the accused member admits guilt of offence and shows contrition, Remorse and repentance, the committee shall decide on the action to be taken;
- e. In the event that the accused member denies the complaint against him, a hearing of the complaint shall proceed before the Local Assembly Committee and if the offence is established, the committee shall, as the last option and after exhausting all other avenues of discipline at its disposal, suspend or recommend excommunication of the member;
- f. The Local Assembly shall seek assistance from the Pastorate in matters that cannot be solved by the pastor and the Local Assembly Committee;
- g. If a solution cannot be found at the Pastorate level on a matter regarding the discipline of a member, the matter shall be referred to the Regional Committee for determination;
- h. If a solution cannot be found at the Regional Committee, the matter shall be referred to the National Board for final determination.

### **c) DISCIPLINE OF LEADERS AND OFFICIALS**

- i. Any leader of Maranatha shall not be subject to discipline unless his offence is proved by two or three witnesses; I Tim. 5:19. Gal 2: 11 - 14, James 2: 19
- ii. The Regional Committee of Maranatha shall have the final authority to suspend a minister and have his credentials withdrawn PROVIDED THAT a minister aggrieved by the decision of the Regional Committee shall have a

- right of appeal to the Council of Elders;
- iii. In the event of any accusations leveled against any Overseer of Maranatha the dispute shall be brought to the Council of Elders for examination;
  - iv. If ground shall be found for the accusation the matter will be brought to the appropriate Board for final determination PROVIDED THAT the accused Overseer shall, while the case is pending, vacate his office which shall be taken over by the vice Overseer in an acting capacity.

## **RULE IX: RELATIONSHIP WITH OTHER SOCIETIES AND INSTITUTIONS**

### **a) GENERAL PROVISIONS**

- i. Maranatha recognizes that it is part of the body of Christ and has to develop effective relationship with other churches nationally and globally;
- ii. Maranatha recognizes the interdependence among members, which is built together by Christ;
- iii. Maranatha shall always give a special respect and hearing to those who have had part in its founding and to those ministries, which the Lord has placed in the body for edification of all the churches, and will give respectful hearing to God given ministries or graces of Christ, in the interest of maintaining scriptural standards, and biblically sound practices and teaching.

### **b) NETWORKS**

- i. Maranatha shall enter into partnership with churches with which it holds common values, shared vision and mission in carrying out Christian programmes;
- ii. Maranatha shall regard other churches of the like faith as Brother Assemblies;
- iii. Maranatha shall network with other churches for a common purpose in realizing its mission.

### **c) CORPORATE ACTION**

- i. Maranatha shall join other churches in seminars, conferences and forums and provide a common voice with other churches in carrying out the ministry of Christ;
- ii. Maranatha shall faithfully fulfill any pledges and activities agreed upon with other churches;
- iii. Maranatha shall receive and send out missionaries involved in Christian witness, leadership training, church planting and social programmes.

## **RULE X: FINANCES.**

### **a) SOURCES OF FUNDS**

- i. The sources of fund for Maranatha shall be tithes and offerings and gifts from its membership and friends;
- ii. Every member shall pay their tithes and offerings regularly into the treasury of the Local Assembly where they are members;
- iii. Special offerings can be taken when need arises as directed by the Finance and Development Committee;
- iv. The allocation the funds shall be reviewed from time to time by the National Board.

### **b) REMUNERATION AND SUPPORT TO WORKERS**

- i. The Executive Board of Maranatha shall determine all remuneration upon recommendations from the core Ministry Committees and Departments;
- ii. The workers of Maranatha shall be given regular and adequate financial support;
- iii. The pastors and other ministers in the Local Assembly shall be supported through the tithes and offerings of the members of the Local Assembly in which they serve;
- iv. The Pastorate Overseers and the Regional Overseers shall be supported through their respective offices and a determined be their respective committees;
- v. The officers of Maranatha shall be supported through the National Support Fund as shall be recommended by the National Board.

### **c) TRANSACTION OF FINANCIAL BUSINESS**

- i. Each Local Assembly, Pastorate, Region, National office or department of Maranatha shall conduct its own financial affair and keep their funds in banks of their choice;
- ii. Each Local Assembly, Pastorate, Region, National office or department of Maranatha shall:-
  - a. Prepare an annual budget with full accountability to their respective Boards and Committees of Maranatha;
  - b. Prepare monthly financial report of their respective Boards and Committees of Maranatha.
- iii. No department of Maranatha shall obligate itself in any indebtedness without the Executive Board's approval;
- iv. Any major appropriation of Maranatha finance shall be subject to the ratification of the National Board.

**d) AUDITS**

There shall be annual audits of the financial record of Maranatha conducted by the authorized auditors and committees of all levels of Maranatha appointed by the National Board.

**RULE XI: INSPECTION OF ACCOUNTS AND LIST OF MEMBERS.**

The books of accounts and all documents relating thereto and a list of members shall be available for inspection at the registered office of Maranatha by any officer or member of the Assembly on giving not less than three days notice in writing to Maranatha.

**RULE XII: AMENDMENTS.**

The Constitution and By-Laws may be amended at any regular meeting of the General Assembly of Maranatha by two-thirds vote of the membership PROVIDED THAT the proposed amendment shall have been announced publicly by the General Overseer or Secretary one month prior to the date of the meeting at which the amendment is to be considered.

**RULE XIII: COMMON SEAL.**

- a. Maranatha shall have and keep a common seal, which will be affixed on all legal documents pertaining to the Maranatha;
- b. The safe custody of the common seal of Maranatha shall vest in the General Overseer.

**RULE XIV: DISSOLUTION.**

- a. The dissolution of Maranatha shall not be executed, except by a resolution passed by the General Assembly;
- b. The quorum at the meeting of the General Assembly for purposes of discussing dissolution shall be as shown in Article XX of the Constitution. If no quorum is obtained, the proposal to dissolve Maranatha shall be deferred to a subsequent General Assembly, which shall be held one month later; Notice of this meeting shall be given to all members of Maranatha at least 14 days before the date of the meeting. The quorum for this second meeting shall be two thirds of the number of members present and voting;
- c. No dissolution shall be effected without prior permission in writing to the Registrar, obtained upon application to him made in writing and signed by

- the three (3) office bearers;
- d. No further action shall be taken by the National Board or any office bearer of Maranatha in connection with the aims of Maranatha, when the Registrar has approved the dissolution of Maranatha, other than to get in and liquidate cash all the assets of Maranatha;
  - e. Subject to the payment of all the debts of Maranatha, the balance of all assets thereof shall be distributed towards needs, which are the line with the aim of these Assemblies as may be resolved by the meeting at which the resolution dissolution is passed.