



MISSIONS POLICY MANUAL

Martensdale Community Church  
Martensdale, Iowa  
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## LIST OF ABBREVIATIONS

BoE	Board of Elders
DoM	Deacon of Missions
MC	Missions Committee
MCC	Martensdale Community Church
MO	Missions Organization, Agency, etc.
SMMOs	Supported Missionaries and/or Missions Organizations
SM	Supported Missionary
STM	Short Term Missionary

## **I. The Purpose of Missions**

The purpose of missions is to make disciples of all nations through the proclamation of the gospel and biblical instruction. Missions is accomplished by individuals sent out from local churches to unreached or formative peoples.

## **II. The Missions Policy**

- A. The Purpose of the Missions Policy.
  - 1. To provide a clear sense of direction for the DoM.
  - 2. To assist the DoM in making decisions.
- B. The Flexibility of the Missions Policy.
  - 1. Exceptions to the Missions Policy can be made at any time, with the approval of the BoE.
  - 2. Changes can be made to the Missions Policy as outlined below.
- C. The Revision of the Missions Policy.
  - 1. The Missions Policy may be revised as often as needed with approval from the BoE.
  - 2. The Missions Policy will be reviewed in part or in whole, at the request of the DoM, and/or at the discretion of the BoE.

## **III. The Deacon of Missions**

- A. The Purpose of the DoM.
  - 1. To implement the vision of the BoE (as outlined in this document) for foreign and domestic missions.
  - 2. To act as liaison between the BoE and SMMOs.
- B. The Responsibilities of the DoM.
  - 1. Direct and oversee implementation of the Missions Budget.
    - a. Prepare the Missions Budget.
      - Prepare a draft of the Missions Budget and present it to the BoE for review.
      - The final draft of the Missions Budget will be presented by the BoE to the congregation for final approval at the annual congregational meeting.
    - b. Prioritize the Missions Budget in accordance with Appendix A: Support Priorities.
  - 2. Evaluate and recommend (at his discretion) to the BoE potential SMMOs who fulfill the criteria for SMMOs (see VI. B.), and are within the basic framework of the MCC Budget.

3. Ensure SMMOs are consistent with their own ministry vision, and with the vision of the BoE.
4. Maintain communication with all SMMOs in order to stay abreast of:
  - a. Ministry progress.
  - b. Spiritual and physical needs.
  - c. Significant developments in life and ministry.
5. Keep the BoE and MCC informed of the ministries of SMMOs by:
  - a. Informing the BoE as soon as possible of potential visitation from any SMs.
  - b. Providing updates in the Messenger (at least annually for each SM).
  - c. Posting and/or distributing correspondence from SMMOs.
  - d. Notifying the BoE and MCC of timely prayer needs.
6. Perform any other necessary duties as directed by the BoE.

#### **IV. The Missions Committee**

##### **A. The Purpose of the MC.**

If the DoM determines the MC is necessary (see MCC Articles of Incorporation, Article IV, Section 1), its purpose will be to assist the DoM in fulfilling his purpose and responsibilities (see III. B.).

##### **B. The Appointment of MC members (including subcommittee members).**

1. The number of members shall be determined by the DoM.
2. Members shall be appointed by the DoM.
3. Member appointments shall be approved by BoE.

##### **C. The Qualifications for MC members.**

1. You must be a member of MCC in regular attendance and good standing.
2. You must not be living in outright or public sin.

##### **D. The Expectations for MC members.**

1. Faithfully attend scheduled MC meetings.
2. Diligently complete any assignments given by the DoM.

#### **V. MCC and Supported Missionaries and Missions Organizations**

##### **A. Commitments of MCC to SMMOs.**

1. MCC commits to support compliant SMMOs in the amount and for the duration agreed upon at the onset of its support as annually approved in the church budget.
2. MCC commits to notify all SMMOs of any necessary changes to the amount or duration of support as soon as possible.

3. MCC commits to hold its SMMOs accountable to biblical, spiritual, and financial fidelity.
4. MCC commits to praying for supported SMMOs and their ministries.
5. MCC makes no additional implied commitments to SMMOs, such as insurance or retirement.

**B. Commitments of SMMOs to MCC.**

1. SMs on furlough should seek to spend time with MCC as possible.
2. No SMs should solicit funds on their own from individuals within MCC without prior approval from the DoM. SMs should present their needs directly to the DoM.
3. Correspondence.
  - a. As feasible, SMs should correspond with the DoM at least quarterly. If quarterly correspondence is not feasible, SMs should make alternate arrangements with the DoM.
  - b. Desired correspondence includes:
    - Updates to the ministry (including successes, failures, challenges) and lives (personal and spiritual) of the SMs.
    - Spiritual, physical, and financial needs.
  - c. Any substantive changes to the doctrinal positions or beliefs of SMMOs must be communicated to the DoM immediately.

**VI. The Determination of Missionaries and Missions Organizations to Support**

**A. General considerations.**

1. Because of the biblical model of partnership, accountability, and support, it will be the normal practice of MCC to support missionaries who plan to serve through an MO.
2. Because MOs are not biblically mandated, and a local church could provide the partnership, accountability, and support needed by an SM, MCC will consider exceptions to VI. A. 1. Such circumstances will be scrutinized more closely to account for the lack of an MO.
3. The philosophy of MCC regarding missions support is that it is better to support fewer missionaries with more than it is to support more missionaries with less.
4. Support is reviewed annually with consideration given to exchange rates, particular needs of SMs, and other outside support.
5. See Appendix A for a discussion of MCC's support priorities.

**B. Criteria for Selecting New Candidates to Support.**

1. Missionary candidates will participate in the DoM pre-selection interview process.
2. If the candidate is approved by the DoM, he shall be recommended to the BoE for additional interview(s) and/or final approval.
3. The following criteria will be used by the DoM for selecting SMs:

- a. All SMs and MOs must have doctrinal positions and beliefs that are in accord with the MCC statement of faith, as determined by the BoE.
  - b. A pattern of Spiritual fruit and obedience to God's Word.
  - c. A minimum of 2 years of active membership in an evangelical local church.
  - d. Proper training, experience, or education appropriate to his/her assignment.
  - e. SMs must be able to demonstrate the wisdom of God in their mission.
- C. Initiation and Cessation of Support.
- 1. During MO approved furloughs, support for SMs will continue.
  - 2. SMs who change their doctrinal convictions or are dismissed by their MO, may have support withdrawn immediately, at the discretion of the BoE.
  - 3. If MCC is not able to maintain the same level of financial support, the DoM will (as far as possible) notify SMs 90 days prior to the reduction or withdrawal of support.
  - 4. If an SM has not voluntarily contacted the DoM for a period of three months (without having made prior arrangements), all support may be withdrawn.

## **VII. Short Term Missions**

- A. Definition: a Short Term Mission is defined as a mission with a duration of service intended to be less than one year.
- B. Criteria for selecting STMs. An STM must:
- 1. Be a member at MCC (for at least 6 months prior to selection).
  - 2. Have a pattern of spiritual fruit and obedience to God's Word.
  - 3. Have parental approval if under 18 (or still living with their parents' support).
  - 4. Be able to demonstrate the wisdom of God in their mission.
  - 5. Have training, experience, or education appropriate to their assignment.
  - 6. Be going through an MO or local church with doctrinal positions and beliefs that are in accord with the MCC Articles of Faith, as determined by the BoE.
  - 7. Be willing to present their work to MCC before and after the mission.
- C. If the candidate is approved by the DoM, he shall be recommended to the BoE for additional interview(s) and/or final approval.
- D. The DoM will endeavor to assist qualified individuals with a desire for short term service, in finding a sending organization.

## **VIII. Miscellaneous Missions Policies**

- A. Designated and One Time Gifts.
- 1. Designated "General Missions" giving shall be forwarded to SMs over and above budgeted commitments.

2. No individual SMs may be designated in giving.
3. Designated gifts for non-approved MOs will be returned to the giver.

B. Non-supported Missionaries.

Non supported missionaries may solicit support from individuals known to them personally, but should not solicit support from individuals at MCC through mailboxes, email lists, the directory, or any other form of mass or general communication.

C. Honoraria for Visiting Missionary Speakers.

If an honorarium or travel expenses are provided for a visiting SM, funds shall be provided from the Missions Budget. If BoE approved pulpit supply is performed by an SM, funds shall be provided out of the general budget.

D. Church Planting SMMOs.

Time frames should be attached to support for SMs focused on Church Planting.

E. Discretionary Funds.

1. The Discretionary Fund is established annually by the DoM for:
  - a. Emergency needs of missionaries.
  - b. Special projects for or by SMMOs.
  - c. Visiting SM expenses.
  - d. Missionary Conferences.
    - Conference must be approved by the BoE.
    - May be used for any MCC member.
    - May cover registration fees, travel expenses, and lodging.
2. Not more than \$500 may be spent on one project without approval from the BoE.

## Appendix A: Support Priorities

*The following table is an attempt to show the missions priorities held by MCC. This table cannot account for all circumstances or potential situations which may arise, and therefore individual exceptions may be made. To guide in this process the following general principles should be observed:*

- Members of MCC are a higher priority than non-MCC members.
- Individuals are a higher priority than organizations.
- Unreached peoples are a higher priority than formative peoples.
- Church Planting (among the unreached) and Church Strengthening (among the formative) are higher priorities than Support and Administration, and Other Ministries.
- Greater commitment to a mission is a higher priority than a lesser commitment (sometimes seen in the length of mission).
- A potential missionary's level of qualification is critical to determining support. After evaluating the level of qualification, the BoE and/or the DoM will make appropriate adjustments to a potential missionary's priority. This adjustment will be made apart from the grid.
- We believe that all genuine biblical missions has as its aim the planting and strengthening of local churches. Therefore priority will be given to SMMOs who demonstrate the centrality of the local church. This is seen both in the sending process, and in the actual focus of the mission.

Entity	Target	Church Planting / Church Strengthening	Support and Administration	Other Ministries
MCC member	Unreached <sup>1</sup>	1	5	11
	Formative <sup>2</sup>	3	8	12
Non MCC member	Unreached	2	6	13
	Formative	7	9	14
Missions Organization	Unreached	4	-	15
	Formative	10	-	16

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<sup>1</sup> An “unreached” people group refers to an ethnolinguistic group without an indigenous, self-propagating church capable of evangelizing the rest of the group. This corresponds to between 0-2% Evangelical.

<sup>2</sup> A “formative” people group refers to an ethnolinguistic group with an indigenous, self-propagating church, but with an evangelical population of less than 5%.

**Appendix B:**  
**Visits to Supported MCC Missionaries**

- A. The Purpose of Visiting Missionaries.
1. To join with and encourage SMs in their ministry.
  2. To learn firsthand of the needs of SMs, and to provide accountability in their ministry.
  3. To develop potential short term missions in partnership with SMs.
  4. To encourage the body with news of God's work through SMs.
- B. Procedural Guidelines for Visiting Missionaries.
1. For all trips.
    - a. Prior to leaving, the visiting team will be prayed for by the congregation.
    - b. Following the trip, the visiting team will complete an Expense Reconciliation form.
    - c. For groups of two, they may not be of the opposite gender unless they are husband and wife.
  2. For foreign trips.
    - a. A member of the BoE, or the DoM, must be present for all foreign trips.
    - b. At least one additional person must be present for all foreign trips. Preference will be given to members of the BoE and MC.
    - c. Additional persons may be added at the discretion of the BoE.
    - d. Trips will be funded from the Missions Budget (Foreign Missionary Visitation Fund) at the discretion of the DoM.
  3. For domestic trips.
    - a. The visit will be conducted by the DoM or a representative from the MC.
    - b. Additional persons may be added as deemed necessary by the DoM.
    - c. Trips will be funded from the Missions Budget (Discretionary Fund) at the discretion of the DoM.
- C. Reporting on Visits to Missionaries.
1. Upon returning home, the visiting team will prepare a report per DoM guidelines and present it to the congregation at a time determined by the BoE.
  2. The report will be submitted to the DoM promptly upon return.
  3. The report will be submitted to the Elders at least one week prior to the presentation.