

## **Biblical Leadership and the Life of Office**

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### **1. What is the standard of church leadership?**

#### **The Servanthood of Jesus**

**“For even the Son of Man did not come to be served, but to serve, and to give His life as a ransom for many.” (Mark 10:45)**

#### **The Gifts of the Spirit and Offices in the Church**

**“There are different kinds of gifts, but the same Spirit distributes them. There are different kinds of service, but the same Lord. There are different kinds of working, but in all of them and in everyone it is the same God at work. Now to each one the manifestation of the Spirit is given for the common good.” (1 Corinthians 12:4–7)**

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### **2. Practical Service of Leaders in the Church**

**1) Elders: Provide the overall vision of the church, spiritual leadership, serve as ministry leaders, offer representative prayers, and oversee worship (Session).**

**2) Ordained/Appointed Deacons: Carry out specific ministries of the church, serve as team leaders, offer representative prayers, and assist in greeting/offering (Board of Deacons).**

**\* Appointed deacons may attend the board but do not have voting rights in major decisions (e.g., election of the Nominating Committee).**

**3) Ministry Teams: Carry out church ministries (One-Team Ministry Meetings).**

**\* Appointed deacons may also serve as team leaders in One-Team ministries.**

**4) Pastors/Ministers: Preaching of the Word and spiritual ministry (Pastoral Meetings).**

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### **3. Election and Term of Serving Elders & Ordained Deacons**

**1) Election:** Candidates are nominated by the Nominating Committee, then elected by anonymous ballot in the congregational meeting. A simple majority is required.

**2) Term:** 3 years. They may serve an additional 3 years if renominated.

After 6 years of service, they must take at least a 1-year break before being eligible again.

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### **4. The Service of Church Leaders**

**1) Care, shepherding (cell groups), worship service:** Worship Ministry, Care Ministry, Elders, Ordained/Unordained Deacons

**2) Education, administration, fellowship:** Education Ministry, Finance Ministry, Administration Ministry, Facilities Ministry, Korean School

**3) Mercy, evangelism, missions:** Fellowship Ministry, Missions Ministry, Cell Groups (evangelism), MGF Committee

**4) Prayer, care, visitation:** Care/Newcomer Ministry, Visitation Team (Session, Cell Groups)

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### **5. Practical Service of Leaders**

**1) Standards of ministry    2) Communication and planning**

**3) Evaluation and growth    4) Encouragement, appreciation, and joy in service**

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### **6. Guidelines for Worship Service**

**1) Always check the worship guidelines carefully before serving (prayer guide, usher guide, etc.).**

**2) Set an example by attending all worship services, gatherings, and meetings.**

#### **Guidelines for Representative Prayer**

**3) A representative prayer is not a personal prayer, but a prayer offered on behalf of the congregation.**

4) It is a prayer of worship lifted to God for the purpose of the service.

5) Prepare in advance through a week of prayer, and write out the prayer beforehand.

\* Suggested order of prayer:

① Adoration

② Confession and thanksgiving for forgiveness

③ Prayer for the worship service

④ Prayer for the preacher

⑤ Prayer for the congregation and the church

⑥ Closing with thanksgiving

6) Use public expressions (“our God,” “our church”) and concise language.

7) Conclude in the present tense (e.g., “You are with us and guiding us”).

8) Pray clearly, orderly, and audibly.

9) Recite the Apostles’ Creed slowly and accurately (from the pulpit text).

10) 5 minutes before service, pray with the preacher in the choir room (newcomer room), then enter the sanctuary together.

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7. Church Bylaws (p. 4)

8. MGF Regulations (p. 14)

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\* Reflection Questions

1) From today’s lesson, what new insights did you gain, or what remained in your heart?

2) As a church leader, share a ministry you have served in that you would like to serve again, or that brought you joy and fulfillment.

# **Bylaws of the Lord Jesus Korean Church**

## **Chapter 1. General rules**

The Name of the corporation shall be Lord Jesus Korean Church, Inc.

## **Chapter 2. Mission Statement**

Lord Jesus Korean Church is a missional church that exists solely to glorify Jesus Christ. We aim to nurture the disciples of Jesus Christ to serve our neighbors with the love of Jesus in order to fulfill the Great Commission of Jesus Christ.

## **Chapter 3. Vision Statement**

**Section 1.** All church members are to become servants of Christ.

**Section 2.** Our mission is to engage with those in the community who may not yet believe by sharing the message of the gospel.

**Section 3.** Instill discipline in members to discover their God-given talents in order to participate in God's ministry.

**Section 4.** Always serve our neighbors in need.

**Section 5.** Support and send out missionaries and lay leaders to all parts of the world.

**Section 6.** Lead members into spiritual maturity through bible study, small group meetings, seminars, retreats, and bible school.

**Section 7.** Strongly advocate for the development of all missional generations, including the previous generation, the present generation, and the next generation, into missional leaders.

## **Chapter 4. The Congregation**

The congregation is made up of all active members of Lord Jesus Korean Church (those who were baptized and completed the new-comers classes). All such members who attend at a congregational meeting are entitled to vote. The

session shall keep the list of members as active, baptized and non-baptized children, affiliate, inactive, and preparatory members.

### **Section 1. Annual Meeting**

- (1) Election of elders, deacons, and directors.
- (2) Election of the Nomination Committee members
- (3) Approval of the budget plan and its results
- (4) Confirmation of the appropriateness for pastor's salary as previously approved by the church session.
- (5) Discussion of other pertinent agenda items if deemed necessary

### **Section 2. Special Meeting**

Special meetings may be called for any purposes similar to those of annual meeting or to conduct other business as needed for congregational consideration. The agendas in the meeting shall be limited to items specifically listed below:

- (1) Matters related to hiring a pastor
- (2) Matters related to the pastoral relationship, such it changing the call, or requesting or consenting or declining to consent to dissolution
- (3) Matters related to the acquisition, mortgaging, or sale of real property
- (4) Matters related to the permissive authorities of the session for any special agenda.

### **Section 3. How Meetings Are Called**

- (1) By the session whenever it determines such meeting is necessary,
- (2) By the presbytery whenever it determines such meeting is necessary, or
- (3) By the session when requested in writing by one fourth of the members on the active member of the particular church.

#### **Section 4. Notice for the Congregational Meeting**

Public notice of the meeting shall be given on two successive Sundays. The meeting may be convened following the notice given on the second Sunday.

#### **Section 5. Quorum**

The quorum of a meeting of the congregation shall be not less than one tenth of the members unless the church has applied to the presbytery and has obtained the consent of the presbytery to a provision for a smaller quorum, or unless the congregation has voted to fix a higher quorum. No meeting with fewer than three members shall be considered a congregational meeting.

#### **Section 6. Moderator**

The senior pastor shall be the moderator for all congregational meetings.

#### **Section 7. Clerk**

The clerk of the session shall be the secretary of meetings of the congregation. If the congregation does not approve the minutes of a congregational meeting before adjournment, the session shall read, correct, and approve the minutes of that congregational meeting at its next scheduled meeting and shall enter them into the permanent record. At the next meeting of the congregation, the clerk shall have the minutes available and shall report the session's action. The congregation may ask to have them read and may make additions or corrections by vote. If the clerk is unable to serve, the congregation shall elect a secretary. The minutes of each meeting of the congregation shall be attested by the moderator and the secretary and shall be entered the minute book of the session.

#### **Section 8. In Case of a Tie**

Since the senior pastor is not a member of the congregation, he or she may not vote in the congregational meeting. When there is a tie in votes, the moderator presiding shall post the question a second time. If there is a tie vote again, the consent will be lost.

## **Chapter 5. Session**

**Section 1. General:** the church session shall be the governing body of Lord Jesus Korean Church as outlined in the Book of Order. (G-3. 0201)

**Section 2. Composition:** the session shall be composed of elders and the moderator. Their own family members cannot serve in the session together.

### **Section 3. Responsibilities and powers (G-3. 0201)**

- 1) Provide for the true proclamation and hearing of the Word of God.
- 2) Provide for the right administration and reception of the Sacraments.
- 3) Nurture the covenant community of disciples of Jesus Christ.

**Section 4. Church Discipline:** As the disciplinary body of the church, it immediately deals with all cases that require disciplinary action.

**Section 5. Foundation board:** The session also serves as the foundation board of directors, and the session members become foundation directors.

## **Chapter 6. Elders**

### **Section 1. Qualifications**

- (1) Generally, the candidates should have been ordained deacons for no less than three years and served at least three years of active deaconship and have attended our church for at least three years.
- (2) The candidates for eldership should have attended all official regular activities of the church and participated in bible study and discipleship training; and have been consistent in giving tithe-offerings.

- (3) The candidates are required to uphold positive relationships with other members and demonstrate exemplary behavior in the community.
- (4) The candidates are required to exercise good judgment and have a strong sense of responsibility.

## **Chapter 7 . Ordained Deacons**

### **Section 1. Qualifications**

- (1) Generally, deacon candidates will be active members who have been baptized for no less than three years and who have attended our church for at least one year.
- (2) The deacon candidates should have attended all official regular activities of the church and participated in bible study and discipleship training; and have been consistent in giving offerings.
- (3) The candidates uphold positive relationships with other church members and demonstrates exemplary behavior in the community.
- (4) The candidates are required to exercise good judgment and have a strong sense of responsibility.

### **Section 2. Dissolution of relationship and release from service**

- (1) Follow the Presbyterian Church (USA) Constitution (G-2. 0405, G-2. 0406).
- (2) Follow the duties of the church office.

## **Chapter 8. Non-ordained Deacons**

A deacon who has been an active member of this church for more than one year is appointed as a non-ordained deacon (term of office: one year) by resolution of the church council.

## **Chapter 9. Nominating Committee**



**Section 1. Qualifications:** The candidates for the Nominating Committee will be active members that have attended our church for at least three years.

**Section 2. Composition**

(1) The Nominating Committee will be seven people: two elders from session, one from the board of deacons and four from Mokjang small groups. The director will be appointed by the session.

(2) The senior pastor shall be a member of the committee without voting rights. Their own family shall not be members of the committee.

**Section 3. Responsibilities**

All members of the Nomination Committee are required to keep all information discussed confidential. If a member violates this confidentiality and causes harm to the church, he or she will be subject to disciplinary action by the session.

**Section 4. Term of office:** The Nominating Committee members cannot serve more than two consecutive years.

**Chapter 10. Vote by Proxy**

Voting by proxy shall not be permitted.

**Chapter 11. Appendix**

\* Any matters not included in these regulations shall follow the Book of Order (The Constitution of Presbyterian Church U.S.A.).

\* The church's internal rules come into effect upon approval by the Congregational Meeting

\* Enacted on November 25, 2001

\* Revised on November 9, 2012

\* Revised on August 25, 2024

## Bylaws of Missional Generation Fund

(Approved by Session June 2021, Edited November 2024)

### Article I (Missional Generation Fund)

Section 1: The name of the fund shall be Missional Generation Fund (MGF).

Section 2: The purpose of the fund is to nurture our next generation to become missional generation by providing financial, spiritual, and human resources

Section 3: The fund will reside in the Lord Jesus Korean Church (LJKC) and is separated from the general church administrative account

Section 4: The fund supports the following ministries:

- 1) Secure the resources for the growth of the next generation.
- 2) Support and foster ministry staff for the next generation.
- 3) Provide scholarships to the next generation.
- 4) Cultivate and develop leaders of the next generation

### Article II (LJKC Session)

Section 1: Appoints the minister and all officers of the MGF committee.

Section 2: Provides ministry guidance with prayer and provide church resources for MGF committee.

Section 3: Reviews the MGF committee's minutes and reviews its financial activities.

Section 4: Reviews the MGF committee's annual plan and approves the plan.

### Article III (Committee Member)

Section 1: The MGF Committee is established.

Section 2: Be comprised of a president, vice president, secretary, and treasurer. The session moderator shall serve in an ex officio capacity as an adviser to the committee.

Section 3: Sub-committees represent the church and ministry and serve at the pleasure of the Committee. The minister of MGF serves the administration of the Committee and the sub-committee for the MGF ministry.

Section 4: The terms for the committee member are 3 years.

Section 5: The MGF Committee is responsible for:

- 1) Operate in accordance with the fund's purpose and intent.
- 2) Maintain regular meeting minutes and report of fund income and expenditures.
- 3) Execution of the ministries outlined in Section 4 of Article I.
- 4) Collaborate with the sub-committee and ensure all representatives are present during each meeting.
- 5) Details are subject to the best practice of the MGF Committee and the Ministry Committee.