

Atlanta Chinese Christian Church Northwest Deacon Election Guideline

This guideline describes the detail practice of the Atlanta Chinese Church Northwest By-Law Article 10a

I. The Role of a Deacon

i. Servant

- 1 Timothy 3: 8-13 – The Greek word for deacon is “diákonos,” which is mostly translated as “servant.”
- John 12: 26 – Follow and serve Christ
- Acts 6:1-6 – Serve the church

ii. Spiritual Leader

- Acts 6:3 – A person of Faith
- Matthew 23:11 – A servant leader
- 1 Timothy 3: 8-13 – Lead by example - Christian characters

iii. Administrator

- Acts 6: 1- 6 – Administer and coordinate the church ministries

II. Overview of Nomination and Election Process

- Nomination and election of new deacons is an annual event. The process is defined by the following steps.

| Step | Description | Timeline |
|------|---|--|
| 1 | Formation of Nomination Committee | May Deacon Board Meeting |
| 2 | Congregational Nomination Period | Four weeks Until the Sunday after Jun Deacon Board Meeting |
| 3 | List of Candidate recommended by Nomination Committee | By the end of June |
| 4 | Candidate List Finalization | July Deacon Board Meeting |
| 5 | Invitation | By the end of July |
| 6 | Confirmation Period | The full month of August |
| 7 | Transition Period | From September 1 to December 31 |
| 8 | Introduction of new Deacon Board | 1 st Sunday of the new year |

III. Qualifications of a Deacon

i. Biblical Qualifications

1 Timothy 3: 8-13; Acts 6:3

ii. Other Qualifications

- A candidate must be a born again Christian who has joined the body of Christ by baptism.
- A candidate should have a regular attendance of the ACCCNW church services and fellowship meetings for more than two consecutive years by the time of the nomination.
- A candidate should have financial commitment to ACCCNW, which will be confirmed by Finance Deacon at the time at the Candidate List Finalization period.
- If married, the spouse of the candidate must be a born again Christian.

IV. Nomination Committee

i. Formation

- The nomination committee shall be formed at the May Deacon Board meeting every year.
- The nomination committee shall consist of the following members:
 - The Pastor – Can be delegated to a member of the pastoral staff
 - The Deacon Board chair – Can be delegated to a deacon board member.
 - A retiring deacon appointed by the deacon board.
 - Two representatives of the congregation nominated by the Deacon Board.
- The nomination committee shall elect a coordinator who represents the committee in public announcements and official communications.

ii. Responsibilities

- The Deacon Board shall announce the number and positions of deacons to be elected, the formation of the nomination committee and the congregational recommendation period.
- The Nomination Committee shall collect the candidate recommendations from the congregation.
- The Nomination Committee shall establish a prioritized candidate list as the recommendation to the Deacon Board.

V. Congregational Nomination

Congregation members shall send recommendations to the nomination committee in writing (by form, email, paper) within the recommendation period.

VI. Candidate Lists

i. Recommendation

- Prioritization Criteria
 - Personal and Family Witness
 - Spiritual Maturity
 - Spiritual Gift
- Elimination Criteria –
 - Both spouses shall not serve in the same term.

ii. Finalization

- The Deacon Board shall finalize the candidate list by carefully reviewing the prioritized candidate list from the nomination committee.
- The Deacon Board may remove a candidate from the candidate list due to qualification or witness reasons.
- The Deacon Board may not add candidates to the list recommended by the nomination committee.
- The Deacon Board shall vote on all candidates and reach a decision on the final nomination list, which is ranked by the number of votes a candidate receives.

VII. Invitation

- The Chair of the Deacon Board and the Pastor (or a pastoral staff) shall conduct the formal invitation. The invitation shall be extended to both the candidate and the candidate's spouse.
- The invitation shall follow the order of the final nomination list. In case a candidate turns down the invitation, next on the final list may be invited.
- After being invited, the candidate has up to one week to pray and decide.

VIII. Confirmation Period

- The confirmation period is four consecutive weeks.
- The candidates will be officially elected if no objections are given during the confirmation period.
- The objection of a candidate by a congregational member shall be submitted in writing. Written objection shall be signed and dated. The objection should clearly specify the reasons.

IX. Ratification

Original Approval Date: April 9, 2016

Approved By: 2016 Deacon Board

This guideline is based on the spirit of the ACCCNW By-Law. Should there be any interpretation differences between the guideline and the ACCCNW By-Law, the ACCCNW By-Law takes precedence.