



Constitution & Bylaws

PREAMBLE

We the members of the local expression of the worldwide Church of Jesus Christ, and desiring to glorify God by accomplishing the work He's given us to do, unite in doing business as (DBA) SHIFT CHURCH, BELGRADE, MONTANA incorporated under the laws of the State of MONTANA.

CONSTITUTION

ARTICLE I - DOCTRINE

SHIFT church of *Belgrade, Montana* shall be committed to LOVE GOD, LOVE PEOPLE, SHARE THE GOSPEL OF JESUS, and MAKE DISCIPLES. We are committed to the original orthodoxy of New Testament life and faith in Jesus Christ. This faith includes the belief in the entirety of the Bible (Old Testament and New Testament) - also known as Holy Scripture - as our final authority in all things pertaining to life and faith; the belief in the doctrine of the Trinity, the belief in the deity and humanity existing in hypostatic union within Jesus Christ, the belief in the sacrificial and saving nature of Jesus Christ's life, death, resurrection, subsequent ascension to the right hand of the Father where He is seated in glory, the belief in the gospel of salvation by grace alone through faith alone in the finished work of Christ alone revealed through scripture alone, and the belief in the indwelling and empowering of the Holy Spirit of each Saint for works of love, unity, and service one to another. This faith affirms the dignity of all human life, from conception through death, as well as the belief for the need of every person to experience forgiveness of sin through a new birth into the family of God. SHIFT church affirms the position that human sexuality is designed by God for physical expression only between one man and one woman within the bonds of marriage, and that every other expression is a breakdown of God's created order for human flourishing. Additional exposition of the teachings found in scripture shall be the responsibility of the Lead Pastor.

ARTICLE II – VISION AND PLAN OF THE CHURCH

Our Unique Vision at SHIFT church is to execute an intentional, relationally-driven strategy (plan) for causing personal spiritual transformation, so that together we can accomplish the work God has given us to do. We desire to cultivate a family of faith, founded upon the Bible, that is healthy and thriving spiritually and relationally. We believe the best form of outreach is the quality of culture we are able to cultivate that people want to both be a part of and share with others to join, as well as individuals and smaller groups loving and serving one another authentically through relational means. This is the foundation upon which all *outreach* occurs.

ARTICLE III – VALUES AND MEASURABLES

Values are the principles we have defined that really matter to us as a SHIFT church family. Our Values define everything we do and everything we do is filtered through the Values. Our Values at SHIFT church are 1) Simplicity, 2) Relational Intentionality, 3) Courage with Humility, 4) Intergenerational, 5) Readiness for Spiritual Warfare.

Our measurables at SHIFT church are grounded in personal spiritual transformation in the form of; imitate, initiate, and instigate.

ARTICLE IV – MEMBERSHIP

Membership at SHIFT church will be a voluntary agreement between SHIFT church and the individual.

SECTION 1: QUALIFICATIONS

Members of SHIFT church, for purposes of this Constitution & Bylaws shall consist of baptized believers in Jesus Christ who meet the following qualifications, that they:

(A) be at least eighteen (18) years of age or older.

(B) participate regularly in worship (Big Circle) gatherings

(C) agree to serve faithfully in the ministries and activities of SHIFT church.

(D) know and support the Vision and Plan of SHIFT church (as outlined in our Vision Book).

(E) willfully and joyfully support the Lead Pastor and Board of Elders.

(F) endeavor to generously support SHIFT church through financial offerings per the SHIFT church white paper on giving, in order to fulfill the costs associated with accomplishing our Vision.

(G) meet with the Lead Pastor and sign a membership covenant at that time.

The Congregation shall be considered Church Members as defined in these Bylaws; as provided in Montana law. Membership shall entail no definitions, rights, or responsibilities other than those explicitly stated in these Bylaws. The Pastor shall provide and publicize a process and covenant for recruiting, receiving, and removing Church Members (see Article II, Section A).

SECTION 2: INACTIVE STATUS

Individuals who have been absent from the church for a period of one (1) year without showing any active interest in the church may be declared inactive by the Elders and/or Lead Pastor. Inactive members are not eligible to vote at membership meetings. Persons declared inactive shall be transferred to the inactive membership roll. Any person declared inactive may be restored to the active membership roll upon recommendation of the Elders and/or Lead Pastor.

SECTION 3: REMOVING MEMBERSHIP

Membership may be discontinued by the Elders in conjunction with the Lead Pastor for any of the following reasons:

- (A) Death of the member
- (B) Transference of membership to another church
- (C) Upon written request by the member
- (D) Upon church discipline by the Elders in conjunction with the Lead Pastor
- (E) After one (1) year on the inactive membership roll

SECTION 4: GRIEVANCES

All cases of grievances between members involving blatant and biblical sin shall be dealt with in accordance with scripture laid out in Matthew 18:15-22 with every hope and anticipation for love, reconciliation, unity, and flourishing to be established and maintained.

BYLAWS

ARTICLE 1 - ASSOCIATION

SHIFT church shall be an *affiliated member* of the Mission Northwest. As such, SHIFT church may participate in training and support programs as well as help promote the regional ministry of the Mission Northwest in the State of Montana. This membership will be a voluntary relationship among like-minded congregations while remaining legally autonomous. SHIFT church maintains the freedom to voluntarily associate with other networks and organizations as desired and agreed upon by the Lead Pastor and the Board of Elders.

ARTICLE 2 – ORGANIZATIONAL STRUCTURE

It is the purpose of these Bylaws to provide a stable and effective organizational structure to aid SHIFT church in accomplishing her vision and plan. The sections that follow specify a model that provides clear definitions of the roles of the Lead Pastor, Board of Elders, Staff, and Congregation. These Bylaws shall be reviewed as needed for any changes to the structure that may increase the effectiveness of the Lead Pastor and SHIFT church.

(A) The role of the membership is to serve as the primary ministers of SHIFT church.

(B) The role of the Elder is to establish Guiding Principles for the Pastor’s leadership.

(C) The role of the Lead Pastor is to lead SHIFT church to accomplish her vision and plan through prayerful obedience to the leadership of Jesus Christ through the Holy Spirit.

(D) The role of the Staff is to manage the ministries of SHIFT church, directed by the Lead Pastor.

SECTION A: MEMBERSHIP

The primary role of Members shall be to serve as the ministers of SHIFT church as outlined in the Vision Book participating in worship (Big Circle), @Groups (Mid Circle), and pursuing small circle relationships (Small Circle). They are the core of the “one another.” The following decisions of SHIFT church shall require the approval of the membership by a three-fourths ($\frac{3}{4}$) majority of those members present and voting:

(1) Calling or dismissal the Lead Pastor

(2) Amending the Articles of Incorporation, Constitution, or Bylaws

(3) Ratifying the Annual Budget

(4) Purchasing or selling the primary church facilities.

(5) Dissolving the corporation

The membership shall be given at least two week's notice prior to any vote by announcement at the Big Circle Gathering, or by postal or electronic mail. Twenty-Five percent (25%) of the current membership shall constitute a quorum with a three-fourths ($\frac{3}{4}$) majority vote of those members present and voting required for approval. No absentions or votes by proxy shall be counted. No votes cast electronically outside the physical location will be honored. Members must be physically present (unless special circumstances arise and are approved by the Elders in conjunction with the Lead Pastor) to cast their vote. Official membership votes may only be taken in person at a membership meeting by hand, written, or electronic means. The Lead Pastor and/or the Elders may also bring to the membership decisions not listed above for a nonbinding vote or a less formal expression of support, as they deem appropriate. Meetings of the membership for voting shall occur annually and at special times as needed when called by the Lead Pastor and/or the Elders.

SECTION B: ELDERS

DESCRIPTION:

The Elders, consisting of at least 2 members, including the Lead Pastor being the only staff member shall consist of the leadership board of SHIFT church (equivalent to Directors and/or Trustees under state law).

APPOINTING:

- (1) Elders shall be appointed as necessary and desired by unanimous approval of existing Elders and Lead Pastor.
- (2) All prospective Elders shall be posted no less than two (2) weeks prior to the approval date for congregational review:
 - a. If any member has an issue with any prospective appointee, that concern should be brought before the Lead Pastor and/or Elders prior to the appointment date.
 - b. The Lead Pastor and/or Elders will hear the concern and determine the proper course of action (i.e. personal interview, Elder involvement, postponement or removal from consideration).
- (3) Potential Elders must successfully complete a training course taught by the Lead Pastor covering the Vision, structure, and strategy of SHIFT church as well as roles and responsibilities of an Elder in the SHIFT church culture.

(4) Elders must sign a covenant to uphold the highest standards of participation, service, supportiveness, integrity, and financial offerings to SHIFT church.

(5) The Elders shall be active members of SHIFT church for at least one (1) year prior to recommendation.

QUALIFICATIONS:

Every potential and existing Elder must meet and maintain the qualifications described:

(1) Elders must meet and maintain a biblically qualified lifestyle laid out in 1 Timothy 3:1-13, Titus 1:5-9, 1 Peter 5:1-5 as interpreted by the Lead Pastor.

(2) Elders must be active in at least faithfully attending, if not leading, an @Group.

(3) Elders must meet and maintain the qualifications according to the Leadership Definition on pages 105-109 of the Vision Book.

(4) Immediate family members of the Pastor, staff, or Elders may not serve as part of the Eldership.

RESPONSIBILITIES:

(1) The Elders in partnership with the Lead Pastor shall be the governing body of SHIFT church for all things pertaining to church guidance outside of the roles for voting given to the membership.

(2) The Elders in conjunction with the Lead Pastor shall prepare an annual budget to present to the congregation for the first Vision Day of the year (also called the “Annual Business Meeting”).

(3) The Elders in conjunction with the Lead Pastor shall decide all operating and financial decisions.

1. The Elders shall leave the leadership of SHIFT church to the Lead Pastor and shall leave the management of SHIFT church to the staff under the direction of the Lead Pastor.
2. The Elders are responsible to provide spiritual oversight to the ministries within the church and to ensure that the Vision of SHIFT church is being accomplished.

(5) The Elders are to be shepherds who minister to the flock with loving concern and deep commitment to protecting and providing for the sheep as would the “Good Shepherd” - Jesus Christ - with their whole heart and soul and mind and strength.

(6) Elders are not to be “figureheads” who act only in committee as distant advisors or “lords,” but as prayerful guardians of the flock who are intimately acquainted and involved with the body.

(7) Elders should have a living and active spiritual life with regard to reading the scriptures, prayer, ministry, family, and the Holy Spirit as evidenced in life and practice.

(8) Elders are to meet regularly with - or as often as requested by - the Lead Pastor for the purpose of encouragement, ministry updates, prayer, and fellowship.

(9) The Elders shall hold the Lead Pastor accountable with regard to character, integrity, practice, doctrine, and financial compensation.

MEETINGS, ATTENDANCE, AND OTHER APPOINTMENTS:

(1) The Elders shall organize and meet as often as it is determined by the Lead Pastor or unanimous decision by all Elders, to carry out the Spiritual work of the church.

(2) All Elder meetings shall be attended by the Lead Pastor unless other arrangements have been made and approved by the Lead Pastor.

(3) One Elder shall be appointed by the Lead Pastor as the Chairman of the church membership with the unanimous agreement of the other Elders. That Elder shall serve for one year.

REMOVAL:

Active Elders shall serve for a three (3) year term at which point they may commit for another consecutive three (3) year term. When an active Elder steps down from the Elder board they are added to the “full counsel” of Elders. This full counsel may be called up by the active Elders to consult with and/or contribute to the decision being made by the active Elders. Elders may be removed from Eldership temporarily (Sabbatical) or permanently by; a) removal as a member of SHIFT church, b) complete resignation, c) by unanimous vote by the remaining Elders and the Lead Pastor. Grievances against any Elder will be handled according to 1 Timothy 5:19-22 (in agreement with Matthew 18). Elders who are disqualified from Eldership by moral or ethical failure shall not be added to the full counsel.

SECTION C: LEAD PASTOR

SHIFT church shall be overseen by a qualified Lead Pastor, who is gifted and called by the LORD (as evidenced by his gifting, passion, effectiveness, and sense of calling) and approved by vote by the membership.

RESPONSIBILITIES:

The role of the Lead Pastor is to lead SHIFT church to accomplish God's will and direction for the church by fulfilling these responsibilities:

- (1) The Lead Pastor shall lead the membership by teaching biblical truth, casting vision, and advancing that Vision through a detailed strategy and plan.
- (2) The Lead Pastor shall lead the Elders by guiding its discussion according to the vision and plan.
- (3) The Lead Pastor shall be responsible for hiring and leading church staff by directing them in their management of all church operations.
- (4) The Lead Pastor is, in all respects, an Elder of the church, yet stands out as "first among equals" and must meet the same qualifications as any Elder as outlined in the New Testament (i.e. 1 Timothy 3:1-13; Titus 1:5-9; 1 Peter 5:1-5).
- (5) The Lead Pastor shall act as the "Vision Coach" to all Catalysts and Coaches when a volunteer or paid staff member is not in place to fulfill that role.
- (6) The Lead Pastor shall work under the direction of the Holy Spirit according to the dictates of the Word of God.
- (7) The Lead Pastor is an Elder and a member of the Elders, with full voice and vote.
- (8) Other pastoral positions shall be established through appointment and removal by the Lead Pastor and the approval of the Elders by unanimous vote.

(9) The ultimate goal of the Lead Pastor is to train and equip the Saints to do the work of ministry and take a step back, taking on more of an advisory and oversight role as the body ministers one to another, building itself up in love.

(10) Shall be accountable to the Elder board with regard to character, integrity, practice, doctrine, and financial compensation.

CALL AND DISMISSAL:

Calling a new Lead Pastor shall require a unanimous vote by the Elders to propose a candidate for approval by the membership to call the candidate. Dismissing a Lead Pastor shall require a unanimous vote by the Elders to propose the action and final approval by the membership. A nonbinding consultation with the Mission Northwest with the Elders and/or membership may also be considered. When a Lead Pastor is dismissed or resigns, the Elders shall provide a severance package based on the outgoing pastor's reason for leaving and cooperative spirit. Severance shall continue for no less than three (3) months and no more than twelve (12) months.

INTERIM PASTOR:

In the event of a vacancy in the position of Lead Pastor, the chair *may* invite the Mission Northwest to guide the board in the process of finding and calling a new Lead Pastor who has demonstrated the ability to lead SHIFT church. The Elders shall call an Interim Pastor, *that may be* recommended by the Mission Northwest, to fulfill the role of the Lead Pastor until a permanent Lead Pastor is in place.

SECTION D – CHURCH STAFF

The Lead Pastor shall appoint staff persons to manage different areas of ministry at SHIFT church, including but not limited to areas of operation, property, and finance. The term “Staff” shall apply to all ministry leaders appointed for this management purpose, whether they are unpaid, part-time, or full-time with regard to compensation. Staff positions shall be created, filled, vacated, or discontinued according to the discretion of the Lead Pastor. All such decisions regarding Staff are the responsibility and prerogative of the Lead Pastor, who shall be accountable to the Elders for the performance of the Staff.

SECTION E – LIMITATION OF LIABILITY

- (a) Elders shall not be personally liable for the debts, liabilities, or other obligations of SHIFT church.
- (b) To the extent that a person who is, or was, an Elder, officer, employee or other agent of SHIFT church has been successful on the merits in defense of any civil, criminal, administrative or investigative proceeding brought to procure a judgment against such person by reason of the fact that he or she is, or was, an agent of SHIFT church, or has been successful in defense of any claim, issue or matter, therein, such person shall be indemnified against expenses actually and reasonably incurred by the person in connection with such proceeding.
- (c) If such person either settles any such claim or sustains a judgment against him or her, then indemnification against expenses, judgments, fines, settlements and other amounts reasonably incurred in connection with such proceedings shall be provided by SHIFT church, but only to the extent allowed by, and in accordance with state law.
- (d) The Elders may adopt a policy in the Guiding Principles authorizing the purchase and maintenance of insurance on behalf of any agent of SHIFT church against any liability other than for violating provisions of law relating to self-dealing asserted against or incurred by the agent in such capacity or arising out of the agent's status as such, whether or not SHIFT church would have the power to indemnify the agent against such liability under the provisions of state law.

SECTION F – AMENDMENTS TO THE BYLAWS OR ARTICLES OF INCORPORATION

The Bylaws or the Articles of Incorporation may be amended in whole or in part if the following requirements are met:

- (a) The amendment is proposed by the Lead Pastor, SHIFT church Elders, or a petition signed by one-third of the active Members of the Congregation.
- (b) The Membership is given at least two weeks notice of the vote by announcement at Big Circle gatherings and by electronic or postal mail.
- (c) The Membership votes to approve the amendment in accordance with normal voting procedures described in Section A of these Bylaws.

WRITTEN CONSENT OF DIRECTORS ADOPTING BYLAWS

We, the undersigned, are all of the persons named as the directors in the Articles of Incorporation of SHIFT church a Montana nonprofit corporation, and, pursuant to the authority granted to the directors by these Bylaws to take action by unanimous written consent without a meeting, consent to, and hereby do, adopt the foregoing Constitution & Bylaws, consisting of twelve (12) pages as the Constitution & Bylaws of this corporation, SHIFT church.