

**Nazarene Discipleship International  
Ministry Handbook  
Mesoamerica Region**



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NAZARENE DISCIPLESHIP  
INTERNATIONAL  
MESOAMERICA REGION

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## PART 1: OVERVIEW OF NDI

### Welcome to Nazarene Discipleship International

Welcome to the Ministry Handbook of Nazarene Discipleship International (NDI). This handbook should be used hand in hand with the NDI Bylaws found at the end of this document, in our Nazarene [Manual 2023](#), section 812, and you can download a copy from [here](#).

Every effective organization must have a mission that directs the activities and resources of the organization. This is our mission:

The [MISSION](#) of Nazarene Discipleship International ([NDI](#)) is to carry out the Great Commission to children, youth, and adults in preparation for a lifelong journey of being and making Christlike disciples in the nations.

Following from that:

The [PURPOSE OF NDI](#) is to assist local churches in:

- Reaching non-believers for Jesus
- Establishing new believers in their faith in Christ
- Walking with believers to a fully surrendered, heart-cleansed, fruit-bearing, and Spirit-filled life.

### A Brief History of Nazarene Discipleship International

Discipleship has always been an important part of the Church of the Nazarene. However, the journey of names given to the discipleship efforts of the Church of the Nazarene are varied. In its earliest years, discipleship was included in the General Assembly Committee on Sunday Schools. Then, discipleship was championed in the Department of Church Schools which was organized in 1928. This took a new name in 1977 as the Division of Christian Life, and was divided into three departments: Adult Ministries, Youth Ministries, Children Ministries. In 1981 the name was expanded to Christian Life and Sunday School and known by the abbreviation CLSS. The name was shortened in 1990 to Sunday School Ministries and known by the abbreviation SSM. However in 2008, the name again expanded to Sunday School and Discipleship Ministries International and known by the abbreviation SDMI. Its aim was to move beyond “one size fits all” classes to a resolute 24/7 preparation of children, youth and adults to follow Jesus as His personal disciples. The desire was to equip all of us to pursue a Christlike way of life in the fulfillment of the Great Commission and the Great Commandment.

In 2021, the Church of the Nazarene refocused its vision for making disciples with the launch of Nazarene Discipleship as a [JOURNEY OF GRACE](#). This path of disciple-making, and the church’s co-mission with Jesus Christ, is to reach the lost, establish new believers in their faith, and walk with them into the joyous experience with God called entire sanctification. The vision is evangelism with holiness in mind AND holiness with evangelism in mind! This is Nazarene discipleship!

Then in 2022, there was a need to better align SDMI with this new denominational focus on Nazarene Discipleship as a Journey of Grace. We think this is best expressed in our newest name “Nazarene Discipleship International” and abbreviated as NDI.

With this as a backdrop, Nazarene discipleship leaders from all six global regions asked the question: “What are the principles, practices, and behaviors of Nazarenes and Nazarene churches who make disciples along a Journey of Grace?” In other words, what activities should Nazarenes be doing on a daily basis if we hope to accomplish the mission of making Christlike disciples in the nations?

Through recommendations of a strategy team of thirty global discipleship leaders, NDI is now encouraging the church to focus on 5 discipleship-centered activities:

1. [Fervent Prayer](#)
2. [Compassionate Outreach](#)
3. [Comprehensive Biblical Learning](#)
4. [Intentional Mentoring and Equipping](#)
5. [Authentic Relationships](#).

We believe these 5 discipleship-centered activities, or [Core Principles](#), promoted and modelled on each region, field, district, and local church, will develop Christlike disciples of every age and in every culture.

### **Principle #1 of NDI: Fervent Prayer**

Prayer is an essential part of discipleship. In its purest form, prayer is communicating with and responding to God. Prayer was expressly modeled by Jesus who taught His disciples to pray. Jesus' disciples were then instructed to teach each following generation of disciples to pray. The Scriptures reveal that intentional and consistent prayer nurtures and develops our relationships with both God and others, enabling us to see and experience God's activities through His prevenient, saving and sanctifying grace.

Prayer is the bedrock upon which all other ministry efforts are built. As we pray, God inspires us to be actively engaged in the world. Through prayer, we participate in the Holy Spirit's transforming power, both for ourselves and for our neighbor.

Prayer guides us to spiritual success. By deepening our relationship with God through prayer, we experience the Holy Spirit's guidance and find greater measures of spiritual growth and direction. Through intentional, specific, and consistent prayer, the body of Christ becomes the eyes, hands, and feet of the Savior.

### **Principle #2 of NDI: Compassionate Outreach**

God's compassionate and redemptive love is foundational to discipleship and the appropriate motivation for Christian outreach. Compassionate outreach reveals God's love for humanity. God is continually reaching out to prepare people's hearts to receive salvation. It is a disciple's care for non-believers, both locally and globally, that places a face and hand to God's grace and love. Therefore, a disciple's authentic and loving relationship with non-believers is essential to communicating the beauty of God's grace and salvation.

Outreach is every disciple's calling. Every disciple, faithfully living and loving like Jesus, is to be engaged in nurturing genuine relationships with others. Through a disciple's prayerful and compassionate action, God is reaching out and preparing hearts to receive salvation. When disciples are in relationship with non-believers, they are obeying Jesus' command to go into all of creation to proclaim the Good News (Mark 16:15).

### **Principle #3 of NDI: Comprehensive Biblical Learning**

Jesus placed a high priority on teaching his disciples from the Scriptures. It was the knowledge of the Scriptures combined with his instructions that shaped their knowledge of God and the work of the Holy Spirit. Learning the Scriptures, through individual and group study, helps disciples to become more like Christ. When we study the Word of God, which is active and living, we uncover who God is, how God loves, and how we are to love others. In doing this, we allow God to speak to us, mold us, and sanctify us.

Knowing God's Word is essential to Christlike discipleship. Being actively engaged in the systematic study and application of the Word of God is a catalyst for spiritual transformation and growth. As we grow and learn, we begin to fully understand and obey God's mission for his disciples to go and reach out to unbelievers with God's love. When we allow the Word of God to transform us, we are modeling to others the importance of learning God's Word.

#### **Principle #4 of NDI: Intentional Mentoring and Equipping**

Jesus' method of discipleship was through personal mentoring and equipping of a chosen group of individuals. It was these methods that helped Christianity grow and transform society.

Mentoring and equipping is a discipleship process that introduces new believers to Jesus and reveals how to follow Him personally and fully. Mentoring is a loving way to teach accountability and introduce non-believers to the full knowledge of Christ. All disciples are challenged and continue to grow and become Christlike when every disciple is providing and receiving mentoring.

To become all that God has created us to be as Christ's disciples, we need to be willing to grow and to help others grow as Jesus did. Therefore, mentoring, and equipping others on the journey of discipleship is essential to Christian growth and maturity.

#### **Principle #5 of NDI: Authentic Relationships**

In the same way that Jesus gathered travelling companions around Himself, we as His disciples, are called to journey together as members of the Body of Christ. Everyone committed to the Great Commission should be engaged in relationships that honor God and edify the Body of Christ.

The core of our faith and life is to love God and love others. When we know we are unconditionally loved by God and unconditionally loved by one another, unity in the Body of Christ results. This unconditional love knows no cultural, generational, or structural bounds. This unconditional love is made possible only through the working of the Holy Spirit.

When we deeply care for one another, we discover just how rich our identity is in Christ, and spiritual growth results. Such loving relationships help us walk the path of holiness because we are receiving both encouragement and loving correction. These Spirit-enabled relationships are necessary as we support one another in living a fully surrendered and Spirit-filled life.

As we live out these core principles of NDI in the life and ministries of the local church and in the practices and behaviors of every Nazarene, we will accomplish the mission of making Christlike disciples in the nations. We recognize that discipleship will look different as culture shapes our methodologies, but our global mission, purpose, and core principles remain the same.

Click here to access our full [NDI Bylaws](#) document, and click here to access the latest Church of the Nazarene [Manual 2023](#).

## PART 2: NDI ADMINISTRATION IN THE LOCAL CHURCH

NDI Core Principles – NDI encourages the church to focus on 5 discipleship-centered activities.

1. [Fervent Prayer](#)
2. [Compassionate Outreach](#)
3. [Comprehensive Biblical Learning](#)
4. [Intentional Mentoring and Equipping](#)
5. [Authentic Relationships](#).

Also, see <https://nazarene.org/who-we-are/organization/ministries/ndi/core-principles>

### I. Local NDI Leaders

#### 1. Pastor

NDI is under the care of the pastor, accountable to the local church board, under the general supervision of the NDI Board and the immediate leadership of the NDI President and the ministry coordinators.

Also, see ARTICLE IX. NDI ADMINISTRATION AND SUPERVISION in the [NDI Bylaws](#).

#### 2. NDI President

The local NDI President shall be elected by majority vote each year at the annual church meeting according to the Nazarene [Manual 2023](#), par. 115.10 – 115.11 and 126. (The NDI Board, with the pastor’s approval, may call for an incumbent NDI president to be elected by a “yes” or “no” vote.) The NDI president shall be a member ex-officio of the local church board, the NDI Board, and the District Assembly. ([Manual 2023](#), par. 137, 156)

The duties of the NDI President shall be to:

- a. Coordinate NDI under the supervision of the pastor, in keeping with the NDI Bylaws. (156.2)
- b. Plan and preside over regular meetings for NDI ministry leaders, and lead the NDI Board in performing its duties.
- c. Provide training opportunities for present and prospective local NDI leaders.
- d. Annually evaluate, develop, and implement with the NDI Board a discipleship strategy to ensure all attendees of the local church and those on the Accountability Care List (ACL) are encouraged and supported in their journey from no faith to new faith to mature faith, from being a disciple to being a disciple-maker.
- e. Regularly report local NDI statistics to the designated zone or district NDI office.
- f. Submit an annual budget for NDI to the church board.
- g. Make a monthly report to the church board and to submit a written report to the annual church meeting. (Manual 115.9)
- h. Encourage attendance at local, zone, district, field, regional, and global NDI functions.

ARTICLE VIII. NDI MINISTRIES LEADERSHIP RESPONSIBILITIES, SECTION 1 in the [NDI Bylaws](#) and the Nazarene [Manual 2023](#), par. 115.10 – 115.11 and 126.

### 3. NDI Board

The NDI Board works with the pastor to develop and implement a strategic plan for discipleship in the local church. Members are: ex-officio the NDI President; the pastor; the Nazarene Missions International (NMI) president; the Nazarene Youth International (NYI) president; Children's Ministries (CM) coordinator; Adult Ministries (AM) coordinator; and three to nine persons elected from the church membership at the annual church meeting. The members may be elected for staggered terms of two years and until their successors are elected and qualified. When an elected member vacancy occurs, it may be filled at a properly called church meeting or as provided in Manual paragraph 137.3. We direct our churches to elect as church officers active members of the local church who profess the experience of entire sanctification and whose lives bear public witness to the grace of God that calls us to a holy life; who are in harmony with the doctrines, polity, and practices of the Church of the Nazarene; and who support the local church faithfully in attendance, active service, and with tithes and offerings. Church officers should be fully engaged in "making Christlike disciples in the nations."

The responsibilities of the local NDI Board include:

- a. Working with the pastor and the local church board to develop/organize an NDI Board. This includes nominating to the church board persons approved by the pastor, to serve as a Children's Ministries (CM) Coordinator and an Adult Ministries (AM) Coordinator.
- b. Electing the Children's Ministries (CM) and Adult Ministries (AM) councils from nominations by the Coordinators of CM and AM with approval of the pastor and the NDI president.
- c. Electing all age-group Sunday School/Bible studies/ small groups supervisors, teachers, and officers.
- d. Electing a Coordinator of Continuing Lay Training (CLT), who shall organize, promote, and supervise regular training opportunities for NDI workers and the entire membership of the church.
- e. Electing a secretary, treasurer, and other officers considered necessary.
- f. Working with the pastor to develop and implement a strategic plan for discipleship in the local church that is in line with the church's strategies/objectives and in harmony with the district vision and the mission of the Church of the Nazarene.
- g. Research, create, develop, and ultimately approve discipleship curriculum consistent with the Church of the Nazarene's theology and mission.
- h. Coordinate with NYI and NMI to develop training programs for:
  - 1) Prayer Ministries across the local church.
  - 2) Compassionate outreach to meet the felt and real needs of the surrounding community and help people come to faith in Jesus.
  - 3) Comprehensive biblical learning to include teacher training and Bible engagement of the entire congregation.
  - 4) Intentional Mentoring and Equipping. In an effort to develop leadership among church members, mentoring and equipping ministry workers involved in all age group ministries should be ongoing.
  - 5) Authentic Relationships. Since the world will recognize Christ's disciples by our love (John 13:35), developing Christ-centered relationships in the local church shall be a priority for NDI ministries.
- i. Evaluate and report at the annual church meeting current local church education and discipleship ministries/projects clearly articulating their outcomes.

Also, see ARTICLE V. LOCAL NDI BOARD in the [NDI Bylaws](#)



#### **4. Secretary/ Recordkeeper**

The NDI Board shall elect a person to keep the NDI records. He or she shall keep an accurate record of the Accountability Care List (ACL), attendance, visitors, and other statistics as may be required of all NDI ministries.

Also, see ARTICLE VIII. NDI MINISTRIES LEADERSHIP RESPONSIBILITIES, SECTION 3 in the [NDI Bylaws](#)

#### **5. NDI Treasurer**

The NDI Board shall elect a treasurer to keep accurate account of all moneys raised by NDI ministries or allocated by the Church Board, and authorize the disbursement according to the direction of the NDI Board. A monthly report shall be submitted to the NDI Board or NDI President (if the church does not have an NDI Board), and pastor. (ARTICLE VIII. NDI MINISTRIES LEADERSHIP RESPONSIBILITIES, SECTION 4 in the [NDI Bylaws](#))

#### **6. Age-Group Discipleship Coordinators**

The work of Nazarene Discipleship International (NDI) is best organized by age-groups: children, youth, and adults. For each age-group there should be a council responsible to organize and administer the work. These councils should be composed of the age-group discipleship coordinator and representatives from the Sunday School/Bible studies/small groups and other ministries the church provides for that age-group. The task of the council is to work with the age-group discipleship coordinator to plan ministries for that age-group, and to make provisions for the implementation of those plans. All work of the Children's Ministry and Adult Ministry councils is subject to approval of its coordinator and the NDI Board. (Nazarene [Manual 2023](#), par. 155 – 159.1. Also, ARTICLE V. and ARTICLE VIII. SECTION 2 in the [NDI Bylaws](#))

#### **7. Continuing Lay Training Coordinator**

The local CLT Coordinator shall give direction to local CLT planning and activities, coordinating these with the pastor and NDI Board.

The responsibilities of the Continuing Lay Training Coordinator are:

- a. To remain knowledgeable concerning the educational opportunities and discipleship resources available through CLT via [The Discipleship Place](#).
- b. To give attention to annual planning for local CLT events and coordinating these with the pastor and the NDI Board.
- c. To give direction to local CLT classes, taking the necessary steps involved in registration and implementation.
- d. To encourage self-directed learners to participate in the CLT home study courses and assist them in fulfilling all requirements.
- e. To give oversight to participant awards and recognition. Transcripts for individuals and total credits for the local church can be obtained from the CLT office by E-mail at [clt@nazarene.org](mailto:clt@nazarene.org) or by calling toll free at 888-243-2767.
- f. To promote CLT by example, participation, and personal development.

#### **8. Other NDI Officers**

We encourage all possible efforts be made to train and resource local lay leaders for leadership in NDI. Also, see Article IX. NDI Ministries Leadership Responsibilities, Sections 2 and 3 in the [NDI Bylaws](#)

## II. Accountability Care List (ACL)

1. Each local church should strive to reach all unsaved persons in the community. In order to accomplish this goal, the NDI ministry of the local church shall create and sustain an up-to-date Accountability Care List (ACL). An ACL should include the name and contact/follow-up information for every person who regularly attends any of its NDI ministries and any individual the local church has encountered through outreach ministries or relational discipleship/evangelism. Once a person is added to the ACL, the local church should actively seek to minister to that person in the name of Jesus as he or she is brought into the fellowship of the local church.

The ACL should be divided among active NDI ministries across the church to include all those contained on the full list. Teachers/leaders of each ministry shall facilitate regular care and connection between the local congregation and those on the ACL. The ACL shall become an active prayer list for the church through its regular NDI ministries. The ACL should prompt the local church to build Christ centered relationships with all people on the list. The ACL is intended to provide relational accountability for the body of Christ to its responsibility in the community.

The total number of all individuals on the ACL is to be reported in the Annual Pastor's Report. The ACL includes all age groups and all NDI ministries.

2. The following groups of people shall be included on the ACL. A person may attend more than one group. In this instance the ACL grouping represents the group for ensuring accountability for discipleship of that person.
  - a. Sunday School/Bible Studies/Small Groups/Home Groups: All those who regularly attend regular small groups of any kind in the church should be included on the ACL.
  - b. One-on-one Discipleship/Mentoring: Any individual being discipled or mentored by someone in the church should be included on the ACL list.
  - c. Online outreach ministries: Any individual who visits the church through technology should become a part of an online ACL list.
  - d. Home Bound: Any person relationally connected to a local church who is physically or vocationally unable to attend a regular NDI ministry should be listed on the ACL.
  - e. Nursing Home/Convalescent Center/Health Care Facility, etc.: Any resident confined to one of these centers who is relationally connected to a local church shall be included on the ACL.
  - f. Childcare/Schools: Any group of students in a Nazarene childcare/school (birth-secondary) sponsored/operated by a local Church of the Nazarene shall be included on the ACL.
  - g. Students: When students of the church leave for educational purposes, the role of the local church is not completed. These students shall continue to be on the ACL. The sending church should regularly reach out to the student in loving care.
  - h. Child Development Centers (CDC): Sponsored/operated by a local Church of the Nazarene. All children who are a part of the CDC and who are not already part of the local church, should be included on the ACL.

### 3. Review of Names/Removal of Names

The ACL shall be reviewed and updated quarterly by the local NDI board in consultation with the pastor.

Caring responsibility for a person or family on the ACL may be transferred from one NDI ministry group to another with the approval of the local NDI board.

Removing names from the church's master ACL should only be done with the approval of the pastor when a person:

- a. moves out of town.
- b. joins another church.
- c. specifically asks to have his or her name removed.
- d. has not attended for one year and has been faithfully ministered to by an appropriate NDI leader (with the exception of d, e and g in Section 2).

([NDI Bylaws](#) ARTICLE III. NDI Accountability Care List)

### III. NDI Attendance

The purpose of counting and reporting NDI attendance in the local church is to help measure the effectiveness of that church's effort to make Christlike disciples, fulfilling the purpose of NDI. All NDI efforts should lead to the lost coming to faith in Jesus, new Christians being established in their faith in Christ, and believers experiencing the fullness of the Spirit, maturing in grace, and becoming disciple-makers. NDI attendance measures, therefore, should reflect this desired purpose.

NDI attendance includes all NDI ministries. The attendance of all Discipleship Ministry groups shall be defined as persons involved in Bible engagement and its application of the biblical principles for Christlikeness. These ministries shall be counted each week by the local church, shall be reported regularly to the local church board and on the Annual Pastor's Report.

([NDI Bylaws](#) ARTICLE IV. NDI ATTENDANCE)

### IV. Local NDI Ministries

NDI Core Principles – NDI encourages the church to focus on 5 discipleship-centered activities.

Also, see <https://nazarene.org/who-we-are/organization/ministries/ndi/core-principles>

#### **Spiritual Formation Timeline**

The discipleship timeline/roadmap covers the progression of intended outcomes for each age group from cradle to grave. This document is global in nature and provides a simple and helpful matrix from which regional and local church leaders can evaluate and build their discipleship ministries. Please see the Spiritual Formation Timeline document in APPENDIX G.

1. There are more than 14 different ministries under the umbrella of NDI.



Our primary purpose is to make Christlike disciples...and each of the various ministries under our ministry umbrella exists to introduce people to Jesus and walk with them as disciples on the Journey of Grace.



Let's look at some of those ministries:

## 2. Sunday School and Small Groups

Sunday School and small groups are an important aspect of Nazarene Discipleship International ([NDI](#)). Sunday School has always been a part of the Church of the Nazarene. From the denomination's beginnings at Pilot Point, Texas, the founding fathers were firmly committed to promoting evangelism, missions, and Christian education. This young, fledgling religious movement took seriously Christ's command to "go . . . make disciples of all nations. . . teaching them to obey everything I have commanded you" (Matt. 28:19-20).

Because of the evangelistic fervor and revival spirit of those days, Sunday School became the primary tool through which new believers were taught the tenets of faith. Sunday School and small groups hold a vital role in the Church of the Nazarene. Sunday School and small groups help NDI fulfill its [Core Principles](#) to men, women, boys, and girls as they study God's Word, the Bible, and apply its life-guiding principles.



Other Purposes of Sunday School include:

- Providing a safe setting in which people can share their joys and sorrows, their concerns, and their questions about life and the answers they discover.
- Helping people discover how to grow as Christians by leading them to examine God’s Word and apply it to their lives.
- Providing an opportunity for people to enjoy small-group fellowship with others who share their concerns and values.
- Working together to reach people for Jesus Christ.

### *Reaching People . . .*

Sunday School is the setting in which a deeper level of community and learning can be achieved through the personal interchange of thoughts, ideas, and feelings. From the Garden of Eden, where God personally tutored Adam and Eve; to Abraham and the Israelites, who were instructed to teach God’s truths in the home; to the present-day Sunday School, the learning process has always been most effective in small-group settings. This effective small-group organization still offers support, care, and fellowship to individuals. As one faithful attendee points out, “In Sunday School, the people know me by name.”

### *Teaching People . . .*

No schoolteacher or college teacher ever faces a classroom without a preplanned lesson outline for the course. A system is necessary—a logically sequenced system—that will help students learn the proper material in the proper order. Each lesson builds upon the previous lesson to give students full knowledge and a complete education. Likewise, in Christian education, a definite plan gives the best chance to impact the spiritual development of students. It is called “curriculum.”

Why be concerned with a curriculum plan? What a group hears and digests mentally is what its members eventually become. Because people of different age-groups have different needs and different ways of learning, the Church of the Nazarene provides a graded Sunday School curriculum for all age levels.

Using the Bible as the text, Nazarene curriculum is prayerfully developed to systematically move each age group through the major tenets of our faith. Through this progression of building lesson upon lesson, a firm foundation of practical—and theologically sound—doctrine is laid in each believer’s life.

The Church of the Nazarene is a Holiness denomination with a unique calling. Every church with the name “Nazarene” has a trust to maintain doctrinal integrity in its teaching. The objectives are to ground Nazarene disciples in the Wesleyan-Arminian perspective and help students understand why we are Holiness people and why we have chosen to support this church’s mission. To help maintain this holiness trust, the Church of the Nazarene decided years ago to produce curriculum from the Wesleyan-Arminian point of view. Today, The Church of the Nazarene is the world’s largest producer of Holiness curriculum.

Each level of curriculum is designed specifically for that age level—not adapted from a generic list. Each level includes activities, special helps, and a relevant focus to guide students toward their maximum growth potential. Curriculum in the Church of the Nazarene is created by practitioners. We employ writers and editors who know the age-group for which they are writing. We are confident that our curriculum will work and is theologically sound.

Sunday School and small groups are the personal, ministering arms of the church. They assist the pastor and other church leaders. Committed, caring disciple-makers become undershepherds who reach, teach, care for, and nurture each believer. Sunday School and small groups are effective means of reaching and assimilating new people into the church.

Sunday School and Small Groups are overseen by the NDI President who gives strong leadership to the growth of Sunday School and other discipleship groups in the local church by working with and through the NDI Board to:

- Coordinate a yearlong calendar of activities and programs.
- Know what curriculum materials are being used in each Sunday School, small group, and discipleship class (see Nazarene [Manual 2023](#), par. 155 – 156.6).
- Plan for the beginning of new Sunday School classes in the local church.
- Conduct regular studies of enrollment and attendance trends of the local church.
- Set goals for increases in the Accountability Care List and attendance (see [NDI Bylaws](#), Article III).
- Plan for annual [growth campaigns](#) to ensure that they become effective outreach programs.
- Target possible communities nearby that do not have Nazarene Sunday Schools/small groups as possible projects of the local NDI Board.
- Regularly provide reports to the church board and the Pastor for their Annual Pastor's Report.
- Approve, in consultation with the pastor, nominations for the local church age-group councils: children and adult only.
- Approve, in consultation with the pastor, all nominations made by the ministry coordinators of children and adults and the NYI president, for Sunday School teachers, small group leaders, officers, and other ministry personnel.
- Appoint, in consultation with the pastor, any other NDI workers necessary.

Sunday School is the foundational ministry for every age-group. A church should provide this ministry even if it can provide no others. The work of Sunday School is best carried out through age-groups—children, youth, and adult—with a council responsible to organize and administer the work of each. As a church grows, it should add additional ministries for each age-group as needs become apparent and there are leadership and resources to meet those needs.



### 3. Children's Discipleship Ministries

Children's Discipleship Ministries within the local church is responsible to carry out the Great Commission to and with children. NDI's mission must be adjusted according to age and abilities. This mission is effectively expressed through the core principles:



- [Fervent Prayer](#)  
To promote intentional and consistent prayer in order to nurture and develop relationships with both God and others.
- [Compassionate Outreach](#)  
To reach both churched and unchurched children.
- [Comprehensive Biblical Learning](#)  
To engage children in individual and group biblical study at age-appropriate levels so they become more like Christ.
- [Intentional Mentoring and Equipping](#)  
To help children to grow and to help others grow as Jesus did.
- [Authentic Relationships](#)  
To engage children in relationships that honor God and edify the Body of Christ.

To accomplish this mission, local Children's Discipleship Ministries should create a unified strategy that includes both churched and unchurched children until they successfully graduate into the next level of discipleship ministry.

To coordinate all work with children, Children's Discipleship Ministries believes it is essential to group children according to age and abilities; this can be done in a variety of ways, depending on church size, volunteers, etc.

The important element for Children's Discipleship Ministries is to be inclusive and dynamic for all ages in whatever group setting you are in. In addition to the cradle roll ministry, it may be worth considering matching the school system and their age breakdown as that is already familiar to both the students and their parents/guardians. Be sure to take special needs children into consideration and work with parents/guardians to help achieve safety, success, and growth.

Success can be measured in a myriad of ways, and cooperation between church leaders, laity, and parents/guardians is essential in the growth of children's spirituality. The church both teaches children in programs and/or Sunday school *and* supports parents/guardians as they disciple their children.

#### ◆ The Spiritual Needs of Children

The spiritual needs of children fall into four broad areas.

- a. **Bible Learning.** Children need to know what the Bible says and what it means. But knowledge alone is not enough. Children must also know how to relate Bible facts, verses, and truths to their own lives, so they can live God-honoring lives.
- b. **Outreach and discipleship.** Understanding that childhood is a very formative time, outreach is crucial to develop followers of Christ. Sunday school and discipleship leaders can use a variety of ways to help children understand what Christ did for them and to help them receive His grace. High priority is given to discipling children, helping them become disciple-makers and guiding them into a lifetime of Christian holiness.



- c. **Worship.** Worship is a person's response to God's revelation. Through worship experiences, children learn about God's greatness. They also learn how to honor God through worship and through right living.
- d. **Fellowship.** Christian fellowship is especially important for children. Opportunities to fellowship with Christian peers, teens, and adults can help children respond early to Christ and live for Him faithfully.

The church can provide a comprehensive and dynamic ministry to children by meeting their physical, mental, spiritual, and social needs. Children's Discipleship Ministries provides a framework for meeting the foundational needs of children through coordinated programs, such as Sunday school, weekday, annual, and special ministries for children from birth to entrance to youth group.

◆ **The Local Children's Discipleship Ministries Coordinator/Pastor**

This person's task is to train, equip, and support children's workers in their ministries. He or she also coordinates the comprehensive and dynamic ministry for children. Part of this role includes working with, leading, and training others to be a part of the team in disciple-making. This person is also responsible for ensuring all local and state precautions are taken for the safety of children and volunteers. You can find an excellent child protection policy here:

[www.mesonaz.org/en/package/ndi-protection-policy-for-children-youth-and-people-with-special-needs/](http://www.mesonaz.org/en/package/ndi-protection-policy-for-children-youth-and-people-with-special-needs/)

For additional training and resources, go to Nazarene Safe <https://nazarenesafe.org/>. The role of Children's Ministries Coordinator/Pastor is essential for the health of the children.

◆ **Children Ministries Coordinator/Pastor Responsibilities**

The primary responsibilities of the Children's Ministries Coordinator/ Pastor are guiding the local discipleship of children and enabling them to be disciple-makers. Here are some of the leadership activities.

1. Chair the Children's council/team.
2. Lead the council to organize, promote, and coordinate children's Sunday School and all other ministries for children.
3. Submit an annual budget request, administer funds according to approved budget guidelines, and keep a detailed record of expenditures.
4. Recruit and train Children's workers, leaders, and teachers, including background checks and other required safety trainings.
5. Ensure all curriculum and programming is in line with Nazarene doctrine.
6. Promote numerical growth in the Children's Ministries.
7. Lead the Children's Council/team to develop and carry out additional ministries for children as needs arise and staff and resources are available, such as: Cradle Roll, Special ministries for Sunday or weekdays or annual celebrations, outreach, discipleship, ministries to children with special needs, and fellowship activities.
8. Provide ongoing leadership training for children's workers.
9. Oversee all comprehensive and dynamic ministry components.

10. Submit a regular report (e. g. monthly, quarterly, yearly, etc.) for all children’s ministry activities to whomever requires it (e.g. board, lead pastor, NDI president).
11. Create and work from an annual calendar.

The process of electing the Children’s Discipleship Ministries coordinator/pastor is in the Church of the Nazarene [Manual 2023](#), par. 155 – 159.1.

**NOTE:** When a pastor to children is employed in a church, the pastor, in consultation with the church board and the NDI Board, assigns the responsibility for children to the children’s pastor. In that case, the children’s pastor carries out some of the duties otherwise designated to a local children’s ministries coordinator. However, the importance of the children’s ministries coordinator remains to provide vital lay leadership support and representation for local children’s ministries.

#### ◆ **The Children’s Discipleship Ministries Council**

It is important for the health of the children’s ministry to establish a council or team of volunteers / leaders to oversee all ministry to children and to support the implementation of classes and programs to fulfill the 5 [core principles](#) of NDI.

The council provides direction, support, and [resourcing](#):

1. To fulfill the Great Commission by planning and carrying out a coordinated and comprehensive ministry strategy for discipling children from the cradle roll until they transition into youth discipleship ministries.
2. To train and resource local children’s volunteers to minister effectively to children by providing information, training, encouragement, and material resources.
3. To coordinate the Christian education of children with other programs and ministries of the local church to ensure that the local church’s ministry to children will reflect the mission and goals of the Church of the Nazarene.
4. To cooperate with district efforts to provide expanded ministry to children.

#### ◆ **TIPS ON RUNNING A COUNCIL/TEAM MEETING**

Remember, it is important to have a council or team because:

- Many heads are better than one when planning ministries to children.
- Many hands make lighter work.
- Using a team strengthens the coordination of children’s ministry.

##### **1. How Often Should the Council Meet?**

The first meeting should take place as soon as possible after the team has been created. Allow plenty of time for this meeting since it will serve as the organizational meeting for the year.

Following the organizational meeting, the council should meet regularly (monthly or every other month). This allows the group to:

- Refine and complete plans made in previous meetings.
- Discuss and develop new ideas as needed.
- Work steadily on long-range goals and objectives.

## 2. What Should Happen in a Meeting?

The Children's Ministry Leader/Pastor chairs all meetings. This person prepares an agenda for each meeting, in consultation with what other members believe need to be included.

Examples of regular business items for meetings are:

- ***Share spiritual concerns and pray together***

It is important to remember that the council/team consists of people who have real spiritual needs. These concerns and prayers can be personal and ministry related.

- ***Assess the needs of the children in the church***

The council/team should discuss the needs of the children and children's workers. The following questions are examples that can guide the discussion:

- Does our church provide a comprehensive and dynamic discipleship ministry to our children?
- Do our ministries meet the known needs of our children?
- Do our workers/ disciple-makers effectively reach out to both unchurched and churched children?
- How can we strengthen our outreach to children?
- What activities would strengthen our ministry to children and their families?
- Are we resourcing parents/guardians as the main spiritual leaders in their children's lives?
- Are our workers/disciple-makers happy in their assignments?
- What can we do to improve morale and personal satisfaction in their ministry roles?
- What training do our workers/ disciple-makers need, and how can we best provide it?

- ***Develop and refine the Children's Ministries calendar.***

The council/team is tasked with determining what ministries and activities the church will provide for the year. They will determine when the church will conduct the special events it plans. Give careful, prayerful attention to these tasks.

It can be helpful to begin this conversation with a "no holds barred" brainstorming session. Consider every possible ministry and activity idea. It is important to consider every option before beginning the process of evaluation and selection.

Once the group has created a list of possible ministries and activities, evaluate each idea.

Ask questions like:

- What is the strength of this ministry/activity/event? What need(s) does it meet for our children or children's workers? Does it fulfill our mission and vision?
- Does this ministry/activity/event complement or compete with others we now have or are considering?
- What will this ministry/activity/event cost? Where can we get the funds?
- Do we have, or can we provide, the space and supplies this ministry/activity/event needs?

- Do we have enough workers to carry out this ministry/ activity/event? Will doing this overload the workers we have, possibly causing burnout?
- Is there room on our calendar for this ministry/activity/event?

Based on answers to these and related questions, the council can develop its plan for the year.

- ***Plan ways to train and communicate with all Children’s Ministries workers.***

Training workers and communicating with them regularly are key factors for successful children’s ministries. As the council/team considers training and communication options, they should ask questions like:

- What kinds of training do our children’s workers need?
- What kinds of training do our children need?
- What forms of training and communication can we provide (workshops, videos, digital, etc.)
- What training resources do we have?

- ***Budget.***

The budget request will flow out of the discussion of the items above and the needed supplies listed below:

- Curriculum and supplies
- Communication and media needs
- Discipleship and outreach needs
- Awards and prizes
- Decorations and environment

- ***Assign responsibilities.***

As the council/team develops its plans, it should assign responsibilities for carrying out the work. Usually, one member has primary responsibility for a ministry, activity, or event under his or her ministry. List what needs to be done, and agree on assignments.

- ***Evaluate ministries and activities.***

Some evaluation will occur spontaneously during the year as the council/team develops and refines its ministries calendar. However, the group should also plan a formal evaluation at the end or beginning of the following year. In this more detailed evaluation, council members should compare what they hoped would happen with what actually happened. Here are suggested questions to consider:

- Did this ministry/activity/event achieve the goals we set for it? Why, or why not?
- How well did children respond to the ministry/activity/event? How did adults respond?
- What were the strong points of this ministry/activity/event? Can we improve upon these for the future?
- What weaknesses or problems did we notice in this ministry/activity/event? How can we correct them in the future?
- Should we use this ministry/activity/event again next year? Why, or why not?

◆ **Sample Meeting Agendas**

***First Meeting of the Year:***

- Devotions/sharing/prayer
- Introductions of new council members
- Brief review of last year's ministries, activities and events
- Evaluation of last year's ministries if this was not done in the final meeting of the last year
- Needs assessment for the coming year
- Budget requests
- Beginning work on new calendar
- Brainstorm ideas for specific ministries/activities/events. (Spend extra time on ministries/activities/events that will take place before the next meeting.)
- Assignments
- Closing prayer

***Subsequent Meetings:***

- Devotions/sharing/prayer
- Progress reports by council members
- Evaluation: check to see that planned ministries and activities continue to meet needs or are falling into place as needed. In the final meeting, evaluate the year and the council's work.
- Brainstorm ideas for specific ministries/activities/events.
- Flesh out or revise plans developed earlier. Give the most attention to ministries/activities/events that will take place before the next meeting.
- Assignments
- Closing prayer

## ◆ **Positions and Responsibilities in Children’s Ministry**

### ▪ **Local Cradle Roll (children under 4 years of age) Coordinator**

The responsibilities of the local Cradle Roll coordinator are:

1. To represent Cradle Roll and its interests at all Children’s Ministries Council/ team meetings.
2. To become familiar with the goals and [materials](#) of the Cradle Roll outreach program.
3. To submit an annual budget request to the Children’s Ministries Council, to administer funds according to approved budget guidelines, and to keep a detailed record of expenditures.
4. To organize the Cradle Roll program and oversee its implementation in the local church.
5. To submit an order for Cradle Roll materials and supplies, in consultation with the children’s ministries coordinator, following established procedures.
6. To recommend Cradle Roll assistants to the children’s ministries coordinator. These are elected by the NDI Board, with the approval of the pastor.
7. To provide training for Cradle Roll assistants, in cooperation with the Children’s Ministries Council.
8. To work with the church nursery supervisor to coordinate a visitation program and other ministries for Cradle Roll babies and for those on the NDI Accountability Care List.
9. To keep accurate records and give them to the pastor and other appropriate personnel.
10. To encourage parents to enroll their children in Sunday School.
11. To promote enrichment activities for parents, such as classes, seminars, a Mothers’ Club, or New Parents’ Club.
12. To inform the church about the Cradle Roll ministry through the bulletin, newsletter, displays, public announcements, and skits.
13. To direct a special Baby Day on the first Sunday in May, or other agreed date, in consultation with the pastor and children’s ministries coordinator.
14. To submit an end-of-year report to the Children’s Ministries Council.

Note: Children under four years of age who, along with their parents, do not attend Sunday School may be enrolled on the NDI Accountability Care List (ACL) in the Cradle Roll department.

- The children are considered as prospects for the Sunday School nursery and preschool classes, and the parents as prospects in the corresponding adult classes.
- When the cradle roll coordinator has been appointed, he or she is responsible for regular visits and program materials to be taken to these families.
- When the family begins attending Sunday School with some degree of regularity, they should be transferred to the Sunday School active enrollment of the corresponding age-group classes.
- If they have not started attending by the child’s fourth birthday, they may be retained on the NDI ACL but dropped from the Cradle Roll list. Until they begin attending with some degree of regularity, they shall continue to be listed on the NDI ACL.

▪ **Caravan Coordinator**

The responsibilities of the Caravan Coordinator are to:

1. Represent Caravans and its interests at all Council/team meetings by sharing Caravan plans and requesting approval for necessary ministries, events, projects.
2. Become familiar with the Caravan ministry and provide all [training materials](#) produced by the global Caravan office.
3. Submit an annual budget request to the Children's Ministry leader/pastor, to administer funds according to approved budget guidelines, and keep a detailed record of expenditures.
4. Resource your local Caravan ministry via the Regional NDI Office or from the [Regional NDI website](#).
5. Determine the number of Caravan groups the church will sponsor. To recruit and train workers for those groups, in cooperation with the Children's Ministries (CM) Council
6. Operate the local Caravan ministry as defined in the official Caravan books and materials.
7. Plan a weekly group opening or closing for the combined groups.
8. Promote the Caravan ministry in the local church.
9. Set up and chair an operating Caravan Committee.
10. Present top Caravan awards (Winans, Lillenas, Bresee) based on global church requirements.
11. Plan and direct all local Caravan ceremonies.
12. Keep an ongoing file of each child's record forms showing the progress the child is making toward earning the Winans, Lillenas, and Bresee awards.
13. Prepare an end-of-the-year report for the Children's Ministry Council/team.



▪ **Children's Mission Education Coordinator**

The responsibilities of the children's mission education Coordinator are to:

1. Represent children's mission education and its interests at all Children's' Ministry Council meetings.
2. Become thoroughly familiar with the children's mission education ministry and curriculum. The children's missions resource is called [Children's Kaleidoscope](#) and is included in [MNI Central](#) the first Wednesday of each month.
3. Submit an order for children's mission education curriculum and supplies, in consultation with the children's Coordinator and NMI president, following established procedures.
4. Coordinate all children's mission education activities with NMI programs by serving on the local NMI Council.
5. Promote the mission education program for children in the local church.
6. Promote the children's mission reading books and keep accurate records of books read.
7. Cooperate with the district children's mission education Coordinator to promote district-wide activities in the local church (such as district mission rallies, offering projects, and end-of-year reporting)
8. Submit an end-of-year report to the Children's Ministry Council/team.

▪ **Children’s Bible Quizzing Ministry Coordinator**

The responsibilities of the children’s Bible quizzing Coordinator are to:

1. Represent children’s Bible quizzing and its interests at all Children’s Ministry Council/team meetings.
2. Become thoroughly familiar with the children’s Bible quizzing ministry—philosophy, materials, and procedures.
3. Submit an annual budget request to the Children’s Ministry Council/team, to administer funds according to approved budget guidelines, and to keep a detailed record of expenditures.
4. Plan, organize, and direct children’s Bible quizzing in the local church.
5. Recruit and train any needed helpers or scorekeepers, in cooperation with the Children’s Ministry Council.
6. Promote children’s Bible quizzing in the local church.
7. Submit an order for [children’s Bible quizzing materials](#) and supplies, in consultation with the children’s Coordinator, following established procedures.
8. Prepare lesson materials each week and present them as a [children’s Bible study](#).
9. Contact the district children’s Bible quizzing Coordinator for information about district-sponsored competitions (rules, procedures, dates, times, locations) and inform the Coordinator of the local church’s intent to participate.
10. Prepare quizzers for zone/area, district, regional, and world competitions.
11. Prepare an end-of-the-year report for the Children’s Ministry Council/team.



▪ **Vacation Bible School**

The responsibilities of the local VBS Coordinator are to:

1. Represent VBS/Summer Ministries and its interests at all Children’s Ministry Council meetings.
2. Determine, in consultation with the pertinent persons dates to run this event.
3. Submit an annual budget request to the Children’s Ministry Council/team, administer funds according to approved guidelines, and keep a detailed record of expenditures.
4. Recruit and train all VBS workers, in cooperation with the Children’s Ministry Council/team.
5. Choose the VBS theme with the Children’s Ministry Council/team and buy or download the materials from the [Regional Website](#) or the yearly [NDI Resource Folder](#).
6. Promote VBS/Summer Ministries in the church and advertise it in the community.
7. Arrange registration/enrolment.
8. Direct the VBS and all volunteers.
9. Arrange for follow-up of all unchurched children and spiritual follow-up of all who accepted Jesus as Savior during VBS/Summer Ministries.
10. Work closely with district Children’s Ministries leaders to participate in other summer activities such as camps.





#### 4. Youth Discipleship Ministries

Nazarene Discipleship International ([NDI](#)) works cooperatively with Nazarene Youth International ([NYI](#)) to provide systematic Bible teaching essential to the growth and development of young disciples. NYI helps NDI fulfill its [Core Principles](#) to youth as they study God’s Word, the Bible, and apply its life-guiding principles. The youth Sunday School class is a weekly point of intentional contact that touches the greatest number of youth on a consistent basis in many local churches. We produce 6 volumes of Youth [Click](#) Bible Study lessons as one component of NYI’s total strategy for youth ministry. For these studies and additional programming and mid-week ministry resources, check out our regional NDI website: [www.NdiResources.MesoNaz.org](http://www.NdiResources.MesoNaz.org) and click on tab for “Discipleship Resources for Youth.”



#### 5. Adult Discipleship Ministries

##### ◆ What Is Adult Ministries?

Adult Ministries (AM) encompasses any discipleship work of the local church focused on carrying out NDI’s mission to adults in the local church and community to provide ministries, resources, and activities for adults on their Journey of Grace.



Adult Ministries (AM):

- Reaches a diverse audience and encompasses a wide range of ministries.
- Focuses on people over the age of 25, as well as any married individual below the age of 25.
- Requires the close coordination of curriculum, resources, programs, events, and people to deal with the diverse age group questions, problems and challenges.
- While Sunday School provides a critical and indispensable *foundation* for what happens in AM, it is only one part of a wider ministry to adults in the church and community. Other AM ministries include Men’s Ministries, Women’s Ministries, Marriage and Family Ministries, Singles Ministries, Senior Adult Ministries, Special Needs Ministries, Continuing Education, Leadership Training, etc.

##### ◆ Mission of Adult Ministries (AM)

AM follows the same purpose as [NDI](#) with a focus toward the adults in our church and community to:

- Reach non-believers for Jesus
- Establish new believers in their faith in Christ
- Walk with believers toward a fully surrendered, heart-cleansed, fruit-bearing, and Spirit-filled life.

Combining all three of these mission aspects is the key to a healthy AM ministry.

The framework of Discipleship, or [Journey of Grace](#), is emphasized through the practice of NDI’s 5 core principles.

##### 1. [Fervent Prayer](#)

To promote intentional and consistent prayer in order to nurture and develop relationships with both God and others.

2. [Compassionate Outreach](#)  
To reach both churched and unchurched people.
3. [Comprehensive Biblical Learning](#)  
To engage people in individual and group biblical study at appropriate levels so they become more like Christ.
4. [Intentional Mentoring and Equipping](#)  
To help people to develop and to help others develop as Jesus did.
5. [Authentic Relationships](#)  
To engage people in relationships that honor God and edify the Body of Christ.

For more details on NDI's Mission, The Journey of Grace, and the 5 Core Principles, please see [NDI](#).

The work of Adult Ministry (AM) at the local church level is primarily accomplished through the united efforts of the local AM Coordinator and the local AM Council. Their work is then harmonized and coordinated with the local NDI Board and, when appropriate, with the district AM Council.

#### ◆ **Adult Ministries Coordinator**

The local AM Coordinator is the key administrator of AM. The Coordinator is responsible to lead the local AM Council in:

- Training, equipping, and supporting AM workers/disciple-makers.
- Giving direction to the discipleship ministry to adults in the local church.
- Leading the AM Council and serving as liaison between AM and the local NDI Board.

The NDI Board nominates to the church board, with the approval of the pastor, the AM Coordinator. The local AM Coordinator is an ex officio member of the NDI Board (see [Manual 2023](#), par. 155).

The term *coordinate* indicates the local Coordinator's responsibilities are to plan with and work through others to accomplish ministry. The AM Coordinator needs to have strong administrative skills and a servant's heart.

**NOTE:** If you are new or want a better understanding of the role, go to Appendix D **Where to Start**.

#### ◆ **Adult Ministries (AM) Council**

The AM Council is composed of the AM Coordinator, one or more Sunday School representative(s), and the coordinator(s) of any other AM ministry activities. In small churches, this may consist of only two people: the AM Coordinator and another adult. In larger churches, the size of the AM Council grows as ministries are added. The task of the council is to work with the AM Coordinator to plan and implement ministry to adults. In some situations, the AM Council's work is done by the Local NDI Council. Nominations to the AM Council are made by the AM Coordinator to the NDI Board, with the approval of the pastor and the NDI President.

**The tasks of the AM council** fall into these broad categories:

1. **To fulfill the Great Commission by planning and carrying out a coordinated total ministry for adults, giving special attention to the 5 core principles of NDI.**

The Great Commission charges the church to reach, teach, and disciple. The council does this by designing and carrying out a well-coordinated ministry strategy for all adults. This includes the commitment to integration of the 5 [core principles](#) of NDI in every ministry.

2. **To train and resource local adult workers/disciple-makers for effective ministry.**  
Lay volunteers care about and have given themselves to their ministries. To carry out their ministries effectively, they need information, encouragement, and material resources.
3. **To coordinate the ministry of disciple-making for adults in the local church.**  
AM does not exist in isolation. It is part of the larger effort of the church to fulfill the Great Commission. AM needs to operate within the larger organizational structure of the church. Doing so helps to ensure that the church's ministry to adults will reflect the mission and goals of the church.
4. **To cooperate with district efforts to provide expanded ministry to adults.**  
Adults need to understand their local church is part of a larger body of Christians. Taking part in district-sponsored events helps to develop this concept. It also provides adults with equipping and fellowship activities that go beyond what most local churches can provide.

◆ **Common Questions:**

- Please see Appendix E to find answers to a few common questions about Adult Ministries.
- If you do not find an answer to your questions, please email your District NDI President.
- For an Explanation of Typical Items of Business for Council Meetings please see Appendix B.
- For a Sample Board Agenda please see Appendix C.

◆ **Other Job Descriptions**

Below is a list of potential roles for the NDI and/or AM board.

- **Local AM Representative**—Job Description (See Appendix A.1)
- **Local Marriage and Family Ministries Coordinator**—Job Description (See Appendix A.2)
- **Local Fullness of Life (Senior adults) Ministries Coordinator**— Job Description (See Appendix A.3)
- **Local Single Adult Ministries Coordinator**— Job Description (See Appendix A.4)
- **Local Women's Ministries Coordinator**— Job Description (See Appendix A.5)
- **Local Men's Ministries Coordinator**— Job Description (See Appendix A.6)
- **Local Continuing Lay Training Coordinator**— Job Description (See Appendix A.7)
- **Local Small-Group Bible Studies Coordinator**— Job Description (See Appendix A.8)
- **Local Young Adult Ministries Coordinator**— Job Description (See Appendix A.9)

## Appendix A – Adult Ministries Job Descriptions

### A.1 Adult Ministries Representative

The responsibilities of the AM representative can include:

1. Represent NDI and its interests at all AM Council meetings and to serve as liaison between the AM Council and NDI workers/disciple-makers.
2. Work through the AM Council to plan NDI Accountability Care List and attendance campaigns.
3. Plan with the AM Coordinator and the AM Council for leadership training for NDI workers/disciple-makers.
4. Coordinate with the AM Council any NDI fellowship events such as picnics, parties, etc.



### A.2 Marriage and Family Ministries Coordinator

The responsibilities of a Marriage and Family Ministries Coordinator are to:

1. Pray for the marriages and families in your church.
2. Serve on and be responsible to the AM Council.
3. Identify the family groups in your congregation.
4. Assess the needs of families in the local church and community and determine an effective ministry response to those needs, such as:
  - Marriage enrichment retreats
  - Family enrichment retreats
  - Divorce recovery workshops
  - Parenting workshops
  - Premarital preparation and mentoring program (under direct leadership of the pastor)
  - Family finances seminars
  - Intergenerational events
  - Families with special needs children
  - Help plan for special family-related observances on the church calendar (e.g. Mother's Day, Father's Day, Family Week, etc.)
  - Encourage creative family worship in the home.
5. Examine new ways to evangelize and disciple families in the community.
6. Create and promote ministries and activities, under the oversight of the AM Council, to meet the spiritual growth and development needs of families.
7. Help develop skills, talents, and abilities of families working together and promote opportunities for them to assist in places of ministry within the local congregation and/or the community.
8. Give guidance to the various committee chairpersons of a Marriage and Family Life Ministries Council and leaders who may be asked to serve.
9. Study and promote any denominational materials for families.
10. Seek approval from the pastor and the NDI Board for all local speakers and events in order to ensure harmony with the mission of the church.
11. Promote and publicize family life activities and opportunities for service in cooperation with the church calendar.
12. Represent the needs and importance of Marriage and Family Ministries to the AM Council or other board you are responsible to.
13. Make periodic reports, proposals, and funding requests to the AM Council.
14. Establish resources providing insight and support for Christian living for families.
15. Make use of the monthly lessons for Couples in the "adult ministries" part of the yearly [NDI Resources Folder](#).
16. See the [Marriage Ministries Manual](#) in the "Ministry Manuals" part of "NDI Organization" for more info.



### A.3 Fullness of Life (Senior Adult) Ministries Coordinator

The responsibilities of a Fullness of Life Ministries Coordinator are to:

1. Pray for your senior adults.
2. Serve on and be responsible to the AM Council.
3. Identify the people in your congregation who fall within your Fullness of Life group.
4. Assess the needs of your senior adult group in the local church and community and determine an effective ministry response to those needs.
5. Examine new ways to evangelize and disciple senior adults in the community.
6. Create and promote programs, under the oversight of the AM Council, to meet the spiritual growth and development needs of senior adults.
7. Help develop skills, talents, and abilities of senior adults and promote opportunities for them to assist in places of ministry within the local congregation and/or the community.
8. Give guidance to the various committee chairpersons of the Fullness of Life Ministries Council and leaders who may be asked to serve.
9. Study and promote any denominational materials for senior adults.
10. Explore available community activities for senior adults.
11. Seek approval from the pastor and the NDI Board for all local speakers and events in order to ensure harmony with the mission of the church.
12. Promote and publicize Fullness of Life activities and opportunities for service in cooperation with the church calendar.
13. Represent the needs and importance of senior adults to the AM Council or other board you are responsible to.
14. Make periodic reports, proposals, and funding requests to the AM Council.
15. Establish resources providing insight and support for Christian living for senior adults.
16. Make use of the monthly lessons for Fullness of Life/Sr. Adult ministries in the “adult ministries” part of the yearly [NDI Resources Folder](#).
17. Encourage members of your Fullness of Life group to sign up or explore publications from the global church or district.
18. See the [Fullness of Life Ministries Manual](#) in the “Ministry Manuals” part of “NDI Organization” for more information.



#### A.4 Single Adult Ministries Coordinator

The responsibilities of a Single Adult Ministries Coordinator are to:

1. Pray for your single adults.
2. Serve on and be responsible to the AM Council.
3. Identify the people in your congregation who fall within a single adult category. This includes: divorced, never-married, and widows/widowers.
4. Assess the needs of your single adult group in the local church and community and determine an effective ministry response to those needs.
5. Examine new ways to evangelize and disciple single adults in the community.
6. Create and promote activities, under the oversight of the AM Council, to meet the spiritual growth and development needs of single adults.
7. Help develop skills, talents, and abilities of single adults and promote opportunities for them to assist in places of ministry within the local congregation and/or the community.
8. Give guidance to the various committee chairpersons of the Single Adult Ministries Council and leaders who may be asked to serve.
9. Study and promote any denominational materials for single adults.
11. Explore available community activities for single adults.
12. Seek approval from the pastor and the NDI Board for all local speakers and events in order to ensure harmony with the mission of the church.
13. Promote and publicize single adult activities and opportunities for service in cooperation with the church calendar.
10. Discover and promote opportunities for the local congregation to minister to single adults by meeting specific needs such as divorce recovery, grief recovery, assistance to single parents, helping single adults when facing health issues, and other needs.
11. Represent the needs and importance of Single Adult Ministries to the AM Council or other boards you are responsible to.
12. Make periodic reports, proposals, and funding requests to the AM Council.
13. Establish resources providing insight and support for Christian living for single adults.
14. Encourage members of your Single Adult Ministries to sign up for or explore any publications from the general or district church that may be available to them.
15. See the [Single Adults Ministries Manual](#) in the “Ministry Manuals” part of “NDI Organization” for more information.



## A.5 Women's Ministries Coordinator

The responsibilities of the Women's Ministries Coordinator are to:

1. Pray for the women of your church.
2. Serve on and be responsible to the AM Council.
3. Identify all the women in your congregation.
4. Assess the needs of the women in your local church and community and determine an effective ministry response to those needs.
5. Examine new ways to evangelize and disciple women in the community.
6. Create and promote activities, under the oversight of the AM Council, to meet the spiritual growth and development needs of women in various stages of life.
7. Help develop skills, talents, and abilities of women and promote opportunities for them to assist in places of ministry within the local congregation and/or the community.
8. Give guidance to the various committee chairpersons of the Women's Ministries Council and leaders who may be asked to serve.
9. Study and promote denominational materials for ministry to women.
10. Explore available community activities for women.
11. Seek approval from the pastor and the NDI Board for all local speakers and events in order to ensure harmony with the mission of the church.
12. Promote and publicize Women's Ministries activities and opportunities for service in cooperation with the church calendar.
13. Represent the needs and importance of Women's Ministries to the AM Council or other board you are responsible to.
14. Make periodic reports, proposals, and funding requests to the AM Council.
15. Establish [resources](#) providing insight and support for Christian living for women.
16. Make use of the monthly lessons for Women in the "adult ministries" part of the yearly [NDI Resources Folder](#).
17. Encourage women to sign up for or explore any publications from the general or district church that may be available to them.
18. See the [Women's Ministries Manual](#) in the "Ministry Manuals" part of "NDI Organization" for more info.



## A.6 Men's Ministries Coordinator

The responsibilities of the Men's Ministries Coordinator are to:

1. Pray for the men of your church.
2. Serve on and be responsible to the AM Council.
3. Identify all the men in your congregation.
4. Assess the needs of the men in your local church and community and determine an effective ministry response to those needs.
5. Examine new ways to evangelize and disciple men in the community.
6. Create and promote ministry activities, under the oversight of the AM Council, to meet the spiritual growth and development needs of men in various stages of life.
7. Help develop skills, talents, and abilities of men and promote opportunities for them to assist in places of ministry within the local congregation and/or the community.
8. Give guidance to the various committee chairpersons of the Men's Ministries Council and leaders who may be asked to serve.
9. Study and promote any denominational materials for ministry to men.
10. Explore available community activities for men.
11. Seek approval from the pastor and the NDI Board for all local speakers and events in order to ensure harmony with the mission of the church.
12. Promote and publicize Men's Ministries activities and opportunities for service in cooperation with the church calendar.
13. Represent the needs and importance of Men's Ministries to the AM Council or other board you are responsible to.
14. Make periodic reports, proposals, and funding requests to the AM Council.
15. Establish [resources](#) providing insight and support for Christian living for men.
16. Make use of the articles and monthly lessons for Men's Ministries in the "adult ministries" part of the yearly [NDI Resources Folder](#).
17. Encourage men to sign up for or explore any publications from the general or district church that may be available to them.
18. See the [Men's Ministries Manual](#) in the "Ministry Manuals" part of "NDI Organization" for more info.





### **A.7 Continuing Lay Training Coordinator**

The responsibilities of the Continuing Lay Training Coordinator are to:

1. Serve on and be responsible to the AM Council.
2. Report, present proposals, and request funding to the AM Council.
3. Discuss the role of the lay minister with the pastor.
4. Assist laity in discerning [spiritual gift\(s\)](#).
5. Equip laity for God's service through training.
6. Access Continuing Lay Training resources ([clt.nazarene.org](http://clt.nazarene.org) or [discipleshipplace.org](http://discipleshipplace.org)).
7. Prepare a list of voluntary ministry positions available in the church and community.
8. Prepare a list of ministry positions on Laymen's Sunday and give opportunity for the laity to choose areas of ministry.
9. Recognize laity actively engaged in ministry in the church and community.
10. Match the needs in the congregation and community with committed and willing Christian volunteers.
11. Inform new members about Lay Ministries resources.
12. Promote Lay Ministries retreats and seminars on the district.



### **A.8 Small-Group Bible Studies Coordinator**

The responsibilities of the Small-Group Bible Studies Coordinator are to:

1. Serve on and be responsible to the AM Council.
2. Report, present proposals, and request funding to the AM Council.
3. Evaluate the needs and interests of adults in the area of small-group Bible studies.
4. Evaluate and approve available [resources and curriculum](#) suitable for Bible study settings, then secure approval from the pastor.
5. Coordinate small-group Bible studies with the adult NDI program.
6. Promote small-group Bible study options to adults.
7. Explore the possibilities of offering an outreach Small Group Bible study.
8. Make use of the articles for Small Groups Ministries in the "adult ministries" part of the yearly [NDI Resources Folder](#).

## **A.9 Young Adult Ministries Coordinator**

The responsibilities of a Young Adult Ministries Coordinator are to:

1. Pray for your young adults.
2. Serve on and be responsible to the AM Council.
3. Identify the people in your congregation who fall within the young adult category.
4. Assess the needs of young adults in the local church and community and determine an effective ministry response to those needs.
5. Examine new ways to evangelize and disciple young adults in the community.
6. Create and promote programs, under the oversight of the AM Council, to meet the spiritual growth and development needs of young adults.
7. Help develop skills, talents, and abilities of young adults and promote opportunities for them to assist in places of ministry within the local congregation and/or the community.
8. Give guidance to the various committee chairpersons of the Young Adult Ministries Council and leaders who may be asked to serve.
9. Study and promote any denominational materials for young adults.
10. Explore available community activities for young adults.
11. Seek approval from the pastor and the NDI Board for all local speakers and events in order to ensure harmony with the mission of the church.
12. Promote and publicize young adult activities and opportunities for service in cooperation with the church calendar.
13. Represent the needs and importance of young adults to the AM Council or other board you are responsible to.
14. Make periodic reports, proposals, and funding requests to the AM Council.
15. Establish [resources](#) providing insight and support for Christian living for young adults.
16. Encourage members of your Young Adult Ministries group to sign up for or explore any publications from the general or district church that may be available to them.

## APPENDIX B – Recommendations for AM Council Meetings

Here are some **typical items of business for council meetings**.

### 1. **Share spiritual concerns and pray together.**

An Adult Ministry (AM) Council meeting is primarily a business meeting, but the business is God's business. Beware of trying to do God's work without depending on His guidance and help. Begin your council meetings with a time of sharing, praying, and addressing concerns such as:

- The spiritual needs of adult workers/disciple-makers/adults, and their families
- Programs and ministries the council is planning
- Budget needs
- Personal needs of council members
- The work of the district council and other churches

### 2. **Assess the adult needs of the church.**

Consider these questions:

- Does our church provide comprehensive discipleship for adults?
- Do the ministry activities meet the needs of adults, or are we continuing ministries that are no longer effective?
- Do workers/disciple-makers effectively reach unchurched adults, or are we ministering only to church families?
- Can we strengthen outreach to adults?
- What new ministries or activities would strengthen ministry to adults and their families'?
- Are we resourcing parents so they can reinforce and strengthen what is being taught by the children and youth ministries?
- What can we do to improve worker/disciple-makers morale and personal satisfaction in their ministry roles?
- What training do workers/disciple-makers need and how can we best provide it?

**Note:** It may be helpful to survey all workers/disciple-makers using these questions.

### 3. **Develop and refine the AM ministry calendar.**

The council's task is to determine what adult ministry activities the church will provide. The council will also determine when to conduct the special events it plans.

Begin planning with a brainstorming session. Consider every possible ministry activity idea. The council may not be able to use every idea suggested. However, it is important to consider every option before beginning the process of evaluation and selection.

The list of possible ministries and activities should be evaluated by asking these questions:

- What is the strength of this ministry or event? What needs does it meet?
- Does this ministry or event complement or compete with others we now have or are considering?
- What will this ministry or event cost? Where will we get the funds?
- Do we have or can we provide the space and supplies for this ministry or event?
- Do we have enough workers/disciple-makers to carry out this ministry or event? Will doing this overload the workers/disciple-makers we already have?
- Is there room on the calendar for this ministry or event? (**Note:** The council may not be able to answer this question fully until the AM Coordinator has met with the NDI Board to coordinate the adult calendar with the total church calendar.)

Based on answers to these and related questions, the council can develop its plan for the year. They can then prepare a calendar of events and submit it to the NDI Board for approval or adjustment.

#### 4. **Plan ways to train and communicate with all AM workers/ disciple-makers.**

Training workers/disciple-makers and communicating with them regularly are key factors in a successful AM program. AM Council members are responsible for training workers/disciple-makers. Sometimes information should flow directly from council members to those working under them. Other times the council will work together to provide training. Sometimes training will be coordinated under the NDI Board covering all age-level workers/disciple-makers. As the council considers training and communication options, they should ask questions like the following:

- What kind of training do adult workers/disciple-makers need?
- What kind of training do adults need?
- What form of training and communication can we provide?
  - a. **Training.** What should we provide in our local church and what will the district or denominational entities provide? What training resources do we have? Consider the following:
    - The district may have a lending library of resources.
    - Some district AM Councils conduct zone or district training workshops. The local church benefits when the council coordinates training plans with those the district, Field, or Regional NDI Offices offer. The local AM Coordinator should consult the district AM Coordinator for information.
    - Continuing Lay Training curriculum. For a free Continuing Lay Training list, go to [CLT](#) or [The Discipleship Place](#).
    - Training resources provided by the Regional NDI office available at [www.NdiResources.MesoamericaRegion.org](http://www.NdiResources.MesoamericaRegion.org) (Click on “Videos helpful for Discipleship Ministries” in top left boxes.) and <https://ndi.whdl.org/en>. The AM Coordinator should check [NDI](#) website for addition resources from the global NDI office.

**b. A local AM handbook.** Items in the book could include:

- Names and contact information of AM Council members and other adult workers/disciple-makers.
- A brief description of the mission, goals, and objectives of the church's ministry to adults.
- The mission, goals, and objectives of each AM ministry the church offers.
- The church's policies and procedures for conducting ministry to adults. (For example, the procedure for a teacher to arrange for an absence.)
- A calendar of events for the year.
- A Certificate of Commitment for NDI teachers and workers/disciple-makers.
- Training resources such as age-group characteristics of adults, ideas for social events, or teaching tips. ([The Discipleship Place](#))
- [The Discipleship Place](#) contains a great number of resources which will help in training lay leaders for age-specific ministry.
- Instructions for using the church's resource room, including a list of the items the room contains.

**c. Presence in the church newsletter or other communication tools.** The AM Coordinator should check with the pastor to see how often AM can submit information.

**d. Letters or E-mails.** Everyone likes to feel appreciated, especially a volunteer. Written communication provides a good way to give a faithful team member a pat on the back or to encourage a discouraged team member.

**e. Presence on church web site.** Make sure the church promotes NDI events, programs, and resources on the church website and Facebook Pages. Maybe even have a specific NDI page.

**5. Prepare a budget and oversee disbursement of finances.**

This task will grow out of discussions of items 1-4 (above). Council members should prepare a budget for their ministry. (**Note:** This usually happens toward the end of the church's financial year. If so, a new council will oversee the budget recommendations made by the outgoing council. There may be an opportunity to revise this budget once the new council is in place.) To these requests, the AM Coordinator may add funds needed for additional expenses.

Here are typical expense categories for ADM:

- Curriculum and supplies for all ministry's activities and events
- Printing of letters, handbooks, training handouts, and flyers
- Postage and telephone reimbursement for council members
- Honoraria and other travel expenses for workshop speakers, special workers/disciple-makers, or others who come to the church by invitation.
- Awards for contests or recognitions

Submit the budget to the NDI Board for approval or revision.

## **6. Assign responsibilities.**

As the council develops its plans, it should assign responsibilities for carrying out the work. Usually, one council member has primary responsibility for a ministry activity or event under a ministry and its volunteers. List what needs to be done and agree on assignments.

## **7. Evaluate programs and activities.**

Some evaluation will occur spontaneously during the year as the council develops and refines its calendar. However, the group should also plan a formal evaluation at the end of the year or beginning of the following year. In this more detailed evaluation, council members should compare what they hoped would happen with what actually happened. Here are suggested questions to consider:

- Did this ministry or event achieve the goals set for it? Why or why not?
- How well did adults respond to the ministry or event? How did adults feel about it?
- What were the strong points of this ministry or event? Can improvements be made?
- What are the weaknesses or problems in this ministry or event? How can they be corrected?
- Should this ministry or event be used next year? Why or why not?

## **APPENDIX C – Sample Council Meeting Agendas**

### **Sample Agenda—First Council Meeting of the Year**

- Devotions, sharing, prayer
- Introductions of new council members
- Brief review of last year’s work
- Evaluation of last year’s ministry activities
- Needs assessment for the coming year
- Budget evaluation and requests
- Beginning work on new calendar
- Brainstorm ideas for specific ministry or events (spend extra time on ministry strategies or events that will take place before the next meeting)
- Assignments
- Closing prayer

### **Sample Agenda—Subsequent Council Meetings**

- Devotions, sharing, and prayer
- Progress reports by council members
- Evaluation: Are planned ministry activities continuing to meet needs? (In the final meeting, evaluate the year and the council’s work.)
- Brainstorm ideas for specific ministry or events, or flesh out and revise plans developed earlier (give the most attention to ministry or events that will take place before the next meeting).
- Assignments
- Closing prayer

## Appendix D - Where to Start as a local Adult Ministries Coordinator

Following are some appropriate places to begin your work as the Local AM Coordinator.

**1. Begin and continue a regular time of prayer, seeking the Holy Spirit's guidance and wisdom.**

This job is primarily one of administration and coordination. However, more importantly, this job is one that deals with spiritual matters and helps adults mature in Christ. Never let the planning details overrule the fact you are ministering to and with God's people. The best plans will fail if they are not administered in love through prayer.

**2. This handbook is a very good place to begin.**

You will find answers to most of your questions, appropriate organizational charts, and job descriptions for you and your council. You will also benefit from reading other sections, especially the Administration section, to see how your responsibilities coordinate with the other NDI ministries and the five core principles.

**3. Meet with your pastor and NDI President.**

This meeting should take place as soon as possible to determine how AM fits into the larger scope of ministry in your local church. Solicit your pastor's ideas and dreams for ministry to adults. Agree to talk at regular intervals throughout the year as you evaluate AM's ministries. After you have finished this initial discussion, you will be ready to begin establishing a priority list for the coming year.

**4. Talk to the outgoing AM Coordinator.**

Spend time evaluating the strengths and weaknesses of your local AM with your predecessor. Review your NDI records and AM Council minutes to find trends or helpful information.

**5. Contact your district AM Coordinator and/or District NDI President.**

You can find contact information in the district journal or by calling the district office. Your district AM Coordinator will be an important link to the following information:

- District events
- Helpful curriculum, equipping activities, and personnel resources
- AM models and ideas
- Events and resources at the regional and global NDI level

**6. Make certain your AM Council is complete.**

Look over the council job descriptions found later in this section. Your goal is to find individuals who will serve as ministry coordinators and team leaders. Completing your council will add to your resources and increase the productivity of your adult ministry programming. You may fill some of these positions yourself, but do not forfeit the opportunity to allow others to help serve on the AM Council.

Nominations for all positions on the AM Council, whether they are an incumbent or not, are made yearly by the AM Coordinator to the NDI Board (see [Manual 2023](#), par. 155). You may want to talk to individuals who carried council responsibilities in the past about their desire to continue in their positions.



**7. Determine the first meeting of your AM Council.**

Plan to meet as soon as the majority of your council positions are filled. At this first meeting, review your AM budget (in most cases predetermined by the outgoing council), review the annual AM, NDI, and church calendars, and determine when and where the council will meet in the future.

**8. Assess the makeup and needs of your adult group.**

Make use of surveys, discussion with key leaders, informal conversation with adults, and your own knowledge of your church to determine ministry strategy.

**9. Research the resources available.**

As AM Coordinator, you are responsible to oversee curriculum, ministry aids, training materials, special speakers, and other resources used by adults. Find out what resources are currently being used and compare findings with the resources recommended at [www.NdiResources.MesoNaz.org](http://www.NdiResources.MesoNaz.org), the pastor, and the district AM Coordinator. Nazarene materials should be used in all adult ministries areas unless there is sufficient reason to use supplemental resources for specialized areas of ministry.

**10. Don't become overwhelmed by your responsibilities.**

As you look over all your ministries, realize new ministries take time to develop. Some ideas may need to wait until proper personnel or funding become available. Some plans may need to be implemented next year. The Nazarene [Manual 2023](#) outlines the responsibilities for age-level Coordinators in the Church of the Nazarene. The following job description for the local AM Coordinator is adapted from the Nazarene [Manual 2023](#), par. 155 – 159.1.

## APPENDIX E – Pointers about the Adult Ministries Council

### Adult Ministries Council

#### 1. Why Have an Adult Ministries Council?

- Many heads are better than one when planning ministries to adults: A council allows many people to share their unique ideas, previous experiences, and ways of working with the group. As council members discuss an issue, one idea often sparks another. The result? A more creative and effective ministry.
- Many hands make the work lighter: A well-organized council shares the workload. Each council member takes primary responsibility for one or two aspects of ministry while helping with the total work. This way, the council accomplishes more without overworking any one person.
- Using a council strengthens the coordination of ADM: When each ministry Coordinator functions separately, duplication usually results. This includes duplication of emphases, schedules, and work. When an AM Council plans and works together, they can control or end these problems.

#### 2. How Often Should the Council Meet?

The organizational meeting for the year should take place as soon as possible after the appointment of the new council. Following this meeting, the council should plan to meet monthly to:

- Refine and complete plans made in previous meetings.
- Discuss and develop new ideas.
- Work on long-range goals and objectives.

#### 3. What Should Happen in an AM Council Meeting?

The AM Coordinator chairs all meetings of the AM Council. The Coordinator should prepare an agenda for each meeting and contact council members to learn what items they want to address. If possible, the agenda should be distributed before the meeting. All recommendations made by the council go to the NDI Board for final approval.

Select someone to record minutes from your council meetings. Keeping accurate notes and records is an important function of the council.

A typical Council meeting will deal with:

- Prayer for the church, ministries, and one another.
- Assessing the needs of the adults in the church.
- Verifying the alignment of AM activities and calendar with the [Journey of Grace](#) and the 5 [core principles](#) of NDI.
- Planning ways to communicate and equip all AM workers/disciple-makers for their assigned ministry.
- Preparing a budget and oversee disbursement of finances.
- Assigning ministry responsibilities.
- Evaluating ministry and activities.

#### NOTE:

- For A Deeper Explanation of Typical Items of Business for Council Meetings please see Appendix B.
- For A Sample Board Agenda please see Appendix C.

## APPENDIX F – Annual Ministry Survey

This survey can be used annually to help the local church and district NDI evaluate and plan their NDI ministries.  
 Note: Digital copies are available in the [NDI Resource Folder](#) in the [NDI Organization](#) page, “Mission,Vision,Reports”



NAZARENE DISCIPLESHIP INTERNATIONAL  
 Church of the Nazarene – Mesoamerica Region  
 Survey of NDI ministries



With the objective of helping the ministries of NDI to more effectively make Christlike disciples, we need to know what ministries you are doing, the resources you are using, and your needs. We ask you to fill out this form and return it to your District NDI President. Thank you very much for your work for the Lord through NDI.

Church name: \_\_\_\_\_

Pastor's name: \_\_\_\_\_

Local NDI President's name: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

### MINISTRIES TO CHILDREN

		Please place a check if you now have this ministry in your church	Please check if this ministry is effective in your church.	Please check if you have never had this ministry in your church
Vacation Bible School				
Caravans				
Children's Church				
Children's Camps				
Children's Quizzing				
Special Needs Ministries				
Sports Ministries				
Other				

How do you reach children who don't attend your church? \_\_\_\_\_

How do you teach the Bible to children? \_\_\_\_\_

How do you guide children to an experience of conversion? \_\_\_\_\_

How do you help children mature spiritually? \_\_\_\_\_

How do you recruit and incorporate children's workers? \_\_\_\_\_

How do you train and equip children's workers to work and minister effectively to children? \_\_\_\_\_

Do you coordinate Christian education of children with other programs and Ministries of the local church? \_\_\_\_

Is so, which one(s)? \_\_\_\_\_

How do you promote attendance of your children at events sponsored by your district? \_\_\_\_\_

Do your children attend children's events planned by your district? YES NO

## YOUTH MINISTRIES

Which Christian education activities did you have for youth? \_\_\_\_\_

How do you guide youth to an experience of conversion? \_\_\_\_\_

How do you help youth mature spiritually? \_\_\_\_\_

Which activities do you have for youth, apart from Sunday School classes? \_\_\_\_\_

How do you recruit and incorporate workers who minister to and with youth? \_\_\_\_\_

How do you train and equip your youth workers to minister effectively? \_\_\_\_\_

What program(s) do you use to increase youth attendance? \_\_\_\_\_

Are the leaders of NDI involved in NYI? YES NO How? \_\_\_\_\_

How do you help your youth with their need to belong? \_\_\_\_\_

How do you help your youth with their need to be heard? \_\_\_\_\_

How do you help your youth with their need to serve? \_\_\_\_\_

How do you help your youth with their need to know and understand? \_\_\_\_\_

How do you train your youth for leadership? \_\_\_\_\_

Do you coordinate Christian education of youth with other programs and Ministries of the local church? \_\_\_\_\_

If so, which one(s)? \_\_\_\_\_

How do you promote the attendance of your youth to youth events planned by your district? \_\_\_\_\_

Do your youth attend youth events planned by your district? YES NO

## ADULT MINISTRIES

		Please place a check if you now have this ministry in your church	Please check if this ministry is effective in your church.	Please check if you have never had this ministry in your church
Men's Ministries				
Marriage Ministries				
Senior Adult Ministries				
Women's Ministries				
Special Needs Ministries				
Single Adults Ministries				
Sports Ministries				
Other				

How do you reach out to the adults who don't come to your church? \_\_\_\_\_

How do you teach the Bible to Adults? \_\_\_\_\_

How do you guide adults to an experience of conversion? \_\_\_\_\_

How do you help adults mature spiritually? \_\_\_\_\_

How do you recruit and incorporate workers for adult ministries? \_\_\_\_\_

How do you train and equip workers to lead effectively in adult ministries? \_\_\_\_\_

Do you coordinate adult Christian education with other local church Ministries? \_\_\_\_\_

If so, which one(s)? \_\_\_\_\_

How do you encourage your adults to attend district events? \_\_\_\_\_

Do your adults attend district events for adults? YES NO

## APPENDIX G - Discipleship Timeline/Roadmap

This discipleship timeline/roadmap covers the progression of intended outcomes for each age group from cradle to grave. This document will be global in nature and will provide a simple and helpful matrix from which regional and local church leaders can evaluate and build their discipleship ministries. An intended outcome of this project is to increase the integration and intergenerational connectedness of the discipleship process in the minds of those responsible for discipleship in the local church. This discipleship tool will be helpful to churches of all sizes and ages; allowing them to link to appropriate resources, networks, websites.

	HEAD	HEART	HANDS	MILESTONES/MARKERS
<p><b>Infancy— Toddler</b></p> <p><b>Age 0 – Age 2</b></p> <p><i>Key relationships:</i> Parents, siblings, and caregivers.</p>	<p><i>What to know:</i> That one belongs to a family of faith.</p> <p>Learn basic words and language related to Christian faith and practice.</p> <p><i>How to know it:</i> Parents, family, and caregivers use “faith words” as they speak and interact with child.</p>	<p><i>What to feel:</i> Trust and love as foundational emotional experiences.</p> <p><i>How to feel it:</i> Surrounded by love, nurture, consistent care that provides security and safety.</p>	<p><i>What to do:</i> Be baptized or dedicated.</p> <p>Experience the world as a safe and secure place.</p> <p>Parents take child to church and practice faith at home.</p> <p><i>Why do it:</i> To establish one’s identity as one of God’s people.</p> <p>To be able to have faith in others and God at later stages of life.</p> <p>To become accustomed to Christian practices from early on.</p>	<p>Celebrate with the congregation through infant baptism or baby dedication.</p> <p>Begin attending Sunday School or other children’s discipleship groups.</p>

	HEAD	HEART	HANDS	MILESTONES/MARKERS
<p><b>Early Childhood</b> <b>Age 3 – Age 5</b></p> <p><i>Key relationships:</i> Parents, siblings, caregivers, teachers</p>	<p><i>What to know:</i> Stories of God and God’s people. Basic sense of right and wrong, loving and unloving ways of treating others.</p> <p><i>How to know it:</i> Having Bible stories read to them; re-telling and acting out Bible stories; Read the Bible for oneself. Careful parent instruction and modeling of Christlike treatment of others.</p>	<p><i>What to feel:</i> Positive view of God and God’s relationship with people. Love/appreciation for the Bible.</p> <p><i>How to feel it:</i> Play and imagination; play-acting worship and other church activities. Observe parents and others treasure and enjoy Bible reading and study.</p>	<p><i>What to do:</i> Give thanks to God through prayers and attending worship. Show kindness and hospitality to others. <i>Why do it:</i> To acknowledge God as Creator and giver of good things. To practice thankfulness, gratitude, humility.</p>	<p>Be given a Story Bible as they enter this time of life. Meet with the student and their primary faith influencers to discuss the importance of family and personal devotions. Receive Communion.</p>
	HEAD	HEART	HANDS	MILESTONES/MARKERS
<p><b>Late Childhood</b> <b>Age 6 – Age 11</b></p> <p><i>Key relationships:</i> Parents, teachers, children’s ministers, congregational members, pastors.</p>	<p><i>What to know:</i> Basics of God’s will for God’s people; identify as Christian. Begin to relate the Bible to everyday life.</p> <p><i>How to know it:</i> Formal instruction; modeling and faithful examples.</p>	<p><i>What to feel:</i> Loyalty and love toward God and God’s people. <i>How to feel it:</i> Obey and honor God; identify with people from the congregation.</p>	<p><i>What to do:</i> Participate in worship; pray; read Scripture. Participate in local service projects through family and congregation. Begin practicing financial stewardship/tithing. <i>Why do it:</i> To demonstrate love for God and other people; to practice obedience to God.</p>	<p>As they enter this time of life: Celebrate with the congregation in the receiving of an age-appropriate Bible. Baptism for those who were not baptized as infants. For those who have been baptized, some sort of ceremony of affirmation / re-affirmation / confirmation. Ps. 139: 13-18/Luke 2:52</p>



	HEAD	HEART	HANDS	MILESTONES/MARKERS
<p><b>Early Adolescence</b></p> <p><b>Age 12 - 15</b></p> <p>Key relationships: Church family, peers, adult mentors, parents.</p>	<p><i>What to know:</i> Christian theology; grasp abstract ideas and conceptions of faith.</p> <p><i>How to know it:</i> Study foundational Christian beliefs, doctrines, &amp; history; modeling by faithful Christians</p>	<p><i>What to feel:</i> Devoted to God and desire to love and serve God at a personal level. Begin to “own” the faith handed down as one’s personal faith.</p> <p><i>How to feel it:</i> Commit to follow God in personal relationship.</p>	<p><i>What to do:</i> Commit to taking “ownership” of the faith that has been handed down to oneself.</p> <p>Take active leadership in ministry and worship.</p> <p><i>Why do it:</i> To give visible expression to God’s gracious work in one’s life and one’s faithful response to God’s grace.</p>	<p>As they enter this time of life: Celebration of one’s unique person and welcome to entering into adolescence (similar to Bar- or Bat-Mitzvah).</p> <p>Baptism for those who were not baptized as infants.</p> <p>For those who have been baptized, some sort of ceremony of affirmation / re-affirmation / confirmation.</p> <p>Church membership.</p>
	HEAD	HEART	HANDS	MILESTONES/MARKERS
<p><b>Middle—Late Adolescence</b></p> <p><b>Age 16 – Age 21</b></p> <p>Key relationships: Peer groups, faith mentors, parents, congregation</p>	<p><i>What to know:</i> Explore and question details of Christian doctrine and ethics.</p> <p><i>How to know it:</i> Continued study of Bible and theology in interactive and open discussion with adults and especially with peers.</p>	<p><i>What to feel:</i> Experience the person of the Holy Spirit in real life.</p> <p>Desire to share God’s love with others.</p> <p><i>How to feel it:</i> Become attuned to hearing/sensing God speak to one’s inner spirit through the Holy Spirit.</p> <p>Begin to view the world and others from God’s perspective.</p>	<p><i>What to do:</i> Identify with a specific faith tradition and contribute to its life and ministry.</p> <p>Serve in local church ministries; participate in local and international mission trips &amp; compassionate ministries.</p> <p>Share one’s faith intentionally through word and deed.</p> <p><i>Why do it:</i> Experience and put into action one’s beliefs.</p>	<p>As they graduate from high school: Celebrate with the congregation by blessing them in to the next time of life.</p> <p>Church membership if not already a member.</p>

	HEAD	HEART	HANDS	MILESTONES/MARKERS
<p><b>Young Adult</b></p> <p><b>Age 22 – Age 35</b></p> <p><i>Key relationships:</i> Peer groups, faith mentors, congregation</p>	<p><i>What to know:</i> Distinctives of Christian faith in relation to other faiths and worldviews.</p> <p><i>How to know it:</i> Think critically about faith; ask hard questions. Reflect, analyze, and discuss these questions and possible answers in context of supportive and challenging groups of peers and mentors.</p>	<p><i>What to feel:</i> Experience holiness of heart: a sense of full acceptance and forgiveness by God and a corresponding love and devotion for God.</p> <p>Feel confidence in God’s love and concern. Empathy with, and generosity toward, other people and traditions.</p> <p><i>How to feel it:</i> Seek guidance and power of the Holy Spirit in all aspects of life. Reflect on and open oneself to God’s love.</p>	<p><i>What to do:</i> Practice holiness of life: authentic acceptance and love for others, expressed through wholehearted hospitality and service.</p> <p>Christian vocation: Clarify how to utilize one's gifts and talents in their profession, family life, church and civic commitments for the sake of others and the world.</p> <p>Establish family rituals and traditions that are distinctly Christian.</p> <p>Practice good stewardship of God’s resources and gifts.</p> <p><i>Why do it:</i> To respond to God’s offer to make one holy.</p> <p>To respond to God’s call to act as God’s people in the world.</p> <p>To build family solidarity and identity that provides comfort by reminding each other who they are. To sanctify ordinary time by pointing to the sacred that underlies everyday experiences.</p> <p>To remember that all gifts come originally from God and humans are to use and manage those resources well.</p>	<p>Christian Marriage</p> <p><u>Married Couples</u></p> <p>Early Parenthood</p> <p>Family Devotions</p> <p><u>Single</u></p> <p>College and professional achievements</p> <p><u>Married No Children</u></p> <p>College and professional achievements</p> <p>Family Devotions</p> <p><u>All</u></p> <p>Daily and Seasonal Rituals</p> <p>Serving in Church</p>

	HEAD	HEART	HANDS	MILESTONES/MARKERS
<p><b>Middle Adult</b></p> <p><b>Age 36 – Age 60</b></p> <p>Key relationships: Family, peer groups, congregation</p>	<p><i>What to know:</i> How faith impacts one's vocation, work, family life.</p> <p><i>How to know it:</i> Reflect on previous knowledge and learn other perspectives. Learn advanced skills and knowledge.</p>	<p><i>What to feel:</i> Awareness of, and humility for one's limitations. Sense of responsibility for the spiritual welfare of others, within and outside of one's family and congregation.</p> <p><i>How to feel it:</i> Become more comfortable with paradox and conflicting views and faiths.</p> <p>Learn to empathize with others by seeing them through the eyes of Jesus.</p>	<p><i>What to do:</i> Tell stories of family history and experiences, as well as those of the congregation.</p> <p>Create and/or participate in experiences and events that express one's faith, within and outside one's family and church. Become involved in generating and sharing life-enhancing activities for one's family, community, church, and the world.</p> <p><i>Why do it:</i> To remind each other of shared history, and one's place as an important member of the family and church.</p> <p>To contribute to God's reign and God's purposes in the world.</p>	<p><u>Parents</u></p> <p>Christian Parenting</p> <p>Celebrating previous milestones with their children</p> <p><u>Single</u></p> <p>Continued studies and professional achievements</p> <p>Church responsibilities</p> <p><u>Married No Children</u></p> <p>Continued studies and professional achievements</p> <p>Church responsibilities</p> <p><u>All</u></p> <p>Daily and Seasonal Rituals</p>

	HEAD	HEART	HANDS	MILESTONES/MARKERS
<p><b>Mature Adult</b></p> <p>Age 61 – Age 100</p> <p>Key relationships: Family, peer groups, congregation.</p>	<p><i>What to know:</i> Christian views of time, death, life after death, and Christian hope.</p> <p><i>How to know it:</i> Continued theological and biblical study and reflection. Support groups and spiritual friendships.</p>	<p><i>What to feel:</i> Peace amidst increasing degrees of grief and loss.</p> <p>Satisfaction with one's place in, and contributions to, God's kingdom.</p> <p><i>How to feel it:</i> Seek deeper sense of union/oneness with Christ.</p>	<p><i>What to do:</i> Pass on faith. Volunteer. Mentor. Live simply. Prepare for final years and death.</p> <p><i>Why do it:</i> To leave a legacy of Christian faith.</p> <p>To stay engaged in Christian life and service.</p> <p>To enter into final rest with faith and hope in the final resurrection.</p>	<p><u>Grandparents</u></p> <p>Grandparenthood</p> <p>Celebrating previous milestones with children and grandchildren</p> <p><u>Single</u></p> <p>Continued studies and professional achievements</p> <p>Church responsibilities</p> <p><u>Married No Children</u></p> <p>Continued studies and professional achievements</p> <p>Church responsibilities</p> <p><u>All</u></p> <p>Christian Funeral</p>

Other Ministries

**Check out Some of These Ministry Links:**

- [Kids Reaching Kids Offering](#)
- [Nazarene Educators Worldwide](#)
- [USA Canada Women's Ministry](#)

**Curriculum Resources**

- [The Foundry Publishing](#)
- [The Discipleship Place](#)
- [Wesleyan Holiness Digital Library](#)
- [Mesoamerica Region DNI Discipleship Resources – www.NdiResources.MesoamericaRegion.org](http://www.NdiResources.MesoamericaRegion.org)

## PART 3: DISTRICT NDI ADMINISTRATION

The District Nazarene Discipleship International (NDI) is responsible for promoting discipleship and the mentoring of disciple-makers on the district.

### NDI [MISSION](#) Statement

The mission of Nazarene Discipleship International (NDI) is to carry out the Great Commission to children, youth, and adults in preparation for a lifelong journey of being and making Christlike disciples in the nations.

### NDI [PURPOSE](#)

The purpose of NDI is to assist local churches in:

- Reaching non-believers for Jesus
- Establishing new believers in their faith in Christ
- Walking with believers to a fully surrendered, heart-cleansed, fruit-bearing, and Spirit-filled life.

### NDI [CORE PRINCIPLES](#)

NDI promotes the following five Core Principles that are essential to the discipleship process:

1. [Fervent Prayer](#)
2. [Compassionate Outreach](#)
3. [Comprehensive Biblical Learning](#)
4. [Intentional Mentoring and Equipping](#)
5. [Authentic Relationships](#).

These Core Principles, promoted and modelled in each local church, district, field, and region will develop Christlike disciples of every age and in every culture.

#### **Principle #1 of NDI: Fervent Prayer**

Prayer is an essential part of discipleship. In its purest form, prayer is communicating with and responding to God. Prayer was expressly modeled by Jesus who taught His disciples to pray. Jesus' disciples were then instructed to teach each following generation of disciples to pray. The Scriptures reveal that intentional and consistent prayer nurtures and develops our relationships with both God and others, enabling us to see and experience God's activities through His prevenient, saving and sanctifying grace.

Prayer is the bedrock upon which all other ministry efforts are built. As we pray, God inspires us to be actively engaged in the world. Through prayer, we participate in the Holy Spirit's transforming power, both for ourselves and for our neighbor.

Prayer guides us to spiritual success. By deepening our relationship with God through prayer, we experience the Holy Spirit's guidance and find greater measures of spiritual growth and direction. Through intentional, specific, and consistent prayer, the body of Christ becomes the eyes, hands, and feet of the Savior.

#### **Principle #2 of NDI: Compassionate Outreach**

God's compassionate and redemptive love is foundational to discipleship and the appropriate motivation for Christian outreach. Compassionate outreach reveals God's love for humanity. God is continually reaching out to prepare people's hearts to receive salvation. It is a disciple's care for non-believers, both local and global, that places a face and hand to God's grace and love. Therefore, a disciple's authentic and loving relationship with non-believers is essential to communicating the beauty of God's grace and salvation.

Outreach is every disciple's calling. Every disciple, faithfully living and loving like Jesus, is to be engaged in nurturing genuine relationships with others. Through a disciple's prayerful and compassionate action, God is reaching out and preparing hearts to receive salvation. When disciples are in relationship with non-believers, they are obeying Jesus' command to go into all of creation to proclaim the Good News (Mark 16:15).

### **Principle #3 of NDI: Comprehensive Biblical Learning**

Jesus placed a high priority on teaching his disciples from the Scriptures. It was the knowledge of the Scriptures combined with his instructions that shaped their knowledge of God and the work of the Holy Spirit.

Learning the Scriptures, through individual and group study, helps disciples to become more like Christ. When we study the Word of God, which is active and living, we uncover who God is, how God loves, and how we are to love others. In doing this, we allow God to speak to us, mold us, and sanctify us.

Knowing God's Word is essential to Christlike discipleship. Being actively engaged in the systematic study and application of the Word of God is a catalyst for spiritual transformation and growth. As we grow and learn, we begin to fully understand and obey God's mission for his disciples to go and reach out to unbelievers with God's love. When we allow the Word of God to transform us, we are modeling to others the importance of learning God's Word.

### **Principle #4 of NDI: Intentional Mentoring and Equipping**

Jesus' method of discipleship was through personal mentoring and equipping of a chosen group of individuals. It was these methods that helped Christianity grow and transform society.

Mentoring and equipping is a discipleship process that introduces new believers to Jesus and reveals how to follow Him personally and fully. Mentoring is a loving way to teach accountability and introduce non-believers to the full knowledge of Christ. All disciples are challenged and continue to grow and become Christlike when every disciple is providing and receiving mentoring.

To become all that God has created us to be as Christ's disciples, we need to be willing to grow and to help others grow as Jesus did. Therefore, mentoring, and equipping others on the journey of discipleship is essential to Christian growth and maturity.

### **Principle #5 of NDI: Authentic Relationships**

In the same way that Jesus gathered travelling companions around Himself, we as His disciples, are called to journey together as members of the Body of Christ. Everyone committed to the Great Commission should be engaged in relationships that honor God and edify the Body of Christ.

The core of our faith and life is to love God and love others. When we know we are unconditionally loved by God and unconditionally loved by one another, unity in the Body of Christ results. This unconditional love knows no cultural, generational, or structural bounds. This unconditional love is made possible only through the working of the Holy Spirit.

When we deeply care for one another, we discover just how rich our identity is in Christ, and spiritual growth results. Such loving relationships help us walk the path of holiness because we are receiving both encouragement and loving correction. These Spirit-enabled relationships are necessary as we support one another in living a fully surrendered and Spirit-filled life.

## I. DISTRICT NAZARENE DISCIPLESHIP INTERNATIONAL BOARD

### 1. Membership of the District NDI Board

Each member of the District NDI Board shall have the responsibility of focusing on the [MISSION](#), [PURPOSE](#), and the [five CORE PRINCIPLES](#). Elected members of the NDI Board should be assigned roles to implement these [five core principles](#).

According to the Nazarene [Manual 2023](#), par. 240, the membership of the District NDI Board shall be:

- District Superintendent\*
- District NDI President\* (Nazarene [Manual 2023](#), par. 241 – 241.3 and the [NDI Bylaws](#), Article X.c.
- District NMI President\*
- District NYI President\*
- Secretary
- Treasurer
- District Children’s Ministries Coordinator
- District Adult Ministries Coordinator
- District Continuing Lay Training Coordinator
- At least 3 additional elected members (See Nazarene [Manual 2023](#), par. 240 and the [NDI Bylaws](#), Article X, item c, also for the method of electing additional members).

\* These four officers comprise the Executive Committee

### 2. Electing NDI Board Members

#### ▪ District NDI President

The president is elected annually (or biannually) by the NDI Convention or by the District Assembly from two or more nominees submitted by the District NDI Nominating Committee. ([NDI Bylaws](#), Section 1, item c and the Nazarene [Manual 2023](#), par. 240).

#### ▪ NDI Board

The additional members shall be elected by the District NDI Convention of District Assembly to staggered terms of three years, initially with one being elected for a term of three years, one for a term of two years, and one for a term of one year. They serve until their successors are elected and qualified. When possible, at least 40% of board members should be laypersons. (Nazarene [Manual 2023](#), par. 240 and the [NDI Bylaws](#), Article X, Section 1c and d.)

#### ▪ Age Group Ministries Coordinators

- a. The Children’s Ministries Coordinator and Adult Ministries Coordinator are elected by the District NDI Board at the organizational meeting. Both are ex officio members of the NDI Board ([Manual 2023](#), par. 240.1).
- b. The district NYI president is elected by the District NYI Convention and serves ex officio on the NDI Board.

#### ▪ Other Officers

The District NDI Board elects a secretary, treasurer, coordinator of continuing lay training, and other district coordinators as deemed necessary, from nominations by the NDI Executive Committee ([Manual 2023](#), par. 241.0).

### Vacancies on the District NDI Board

Vacancies occurring in the NDI Board, including the president, in the interim of sessions of the District Assembly, may be filled by appointment by the District Superintendent ([Manual 2023](#), par. 215, 240).

### 3. THE DUTIES OF THE DISTRICT NDI BOARD (Nazarene [Manual 2023](#), par. 240 – 240.14.)

- 240.1. To meet as soon as possible (within one week) following their election and to organize by electing a secretary, treasurer, District Coordinators of Adult Ministries (AM), Children’s Ministries (CM), and Continuing Lay Training (CLT), who then shall become ex-officio members of the NDI Board. Other district leaders, as deemed necessary, may be nominated by the Executive Committee and elected by the Board.
- 240.2. To give supervision to all NDI interest on the district.
- 240.3. To elect a Children’s Ministries Council whose chairperson shall be the District Coordinator of Children’s Ministries and whose members shall be the District Coordinators of: children’s camps, Caravan, Vacation Bible School, Bible quizzing, children’s church, Cradle Roll, and any others deemed necessary.
- 240.4. To elect an Adult Ministries Council whose chairperson shall be the District Coordinator of Adult Ministries and whose members shall be the District Coordinators of: marriage and family life, senior adult ministries, single adult ministries, women’s ministries, men’s ministries, and any others deemed necessary.
- 240.5. To arrange for an annual district Nazarene Discipleship International (NDI) Convention. (See Nazarene [Manual 2023](#), par. 240)
- 240.6. To determine, in consultation with the District Superintendent, whether elections for District NDI Board members and president will be held in the District NDI Convention in the District Assembly.
- 240.7. To encourage all local NDI Presidents, age-group ministries coordinators, and NYI Presidents to be present in the District NDI Convention and take part as opportunity affords.
- 240.8. To organize the district into zones and appoint zone leaders who shall assist the board at its direction to carry forward the work of NDI on the district.
- 240.9. To plan and implement district or zone Continuing Lay Training.
- 240.10. To assist the Field and Regional NDI offices in securing information relating to district and local NDI interests, and serving as an information conduit from the Field and Regional NDI Offices to the district.
- 240.11. To recommend the annual district NDI budget to the District Advisory Board.
- 240.13. To approve the report of its NDI President to be presented to the District Assembly.
- 240.14. To meet as frequently as deemed necessary by the District NDI President or the District Superintendent to effectively plan and execute the responsibilities of the board.

For nominations for the District and General Conventions see the [\(NDI\) Bylaws](#), Article 10, Section 1c and d.



#### 4. MEETINGS OF THE DISTRICT NDI BOARD

The organizational meeting of the newly-elected members of the District NDI Board should take place as soon as possible (within one week if possible) after the annual election is held. Allow sufficient time for this meeting since it will serve as the time to elect age-group coordinators, councils, and other officers as necessary (See Nazarene [Manual 2023](#), par. 240.1).

**Note:** Frequency of meeting is determined by need. (See Nazarene [Manual 2023](#), par. 240.14). Because of schedule, cost, and distance, consideration should be given to electronic / virtual meetings as an option at times.

##### Sample Agenda for Organizational Meeting

- Call to order and prayer.
- Introduce new members.
- Review Mission, Purpose, and Core Principles ([NDI Bylaws](#)).
- Elect a secretary and treasurer. (See Nazarene [Manual 2023](#), par. 240.1)
- Elect Children's and Adult Ministries Coordinators. (See Nazarene [Manual 2023](#), par. 240.1)
- Review age-group council makeup. Allow for nominations to this council from the newly-elected coordinators. Call for election of council members when expedient.
- Elect a Coordinator of Continuing Lay Training.
- Appoint Zone NDI Coordinators.
- Elect other officers as necessary. (See Nazarene [Manual 2023](#), par. 240.1).
- Distribute and review the Annual Regional [NDI Resource folder](#). This will include the Monthly NDI Emphasis and Growth Campaign.
- Begin work on an NDI budget for the coming year. Ask each age-group council to submit an asking budget in the next meeting. Include line items for representatives to attend field, regional and global NDI gatherings.
- Begin work on an annual NDI calendar. Ask each age-group council to submit a proposed calendar of events in the next meeting.
- Develop an organizational flow chart. List ministries and groupings along with leaders. Show relationships of authority, responsibility, accountability, and communication.
- Set dates for the year of all meetings of the District NDI Board.
- Request names, addresses, E-mails, and phone numbers of each person present. Before the next meeting, send this list to each board member and the Field and Regional NDI offices.

##### Sample Agenda for Regular Meetings

- Open with devotions/sharing/prayer.
- Distribute agenda. Call for additions or other items.
- Approve the Minutes of previous meeting(s).
- Review Mission, Purpose, and Core Principles ([NDI Bylaws](#)).
- Hear reports from age-group councils: budget, calendar, plans, activities, etc.
- Review events and NDI statistics of the past three months. Discuss effectiveness and needs.
- Begin planning for all major happenings on the district for which the NDI Board is responsible: growth campaigns, zone or district training days, retreats, summer camps, NDI Convention, etc.
- Concentrate on development in important areas.
- Set short-term and long-term goals.
- Spend time in prayer.
- Confirm date of next meeting.

## II. District NDI President

The District NDI President presides over the District NDI Board and oversees the work of NDI on the district. (See Nazarene [Manual 2023](#), par. 241).

The Nazarene [Manual 2023](#) and the [NDI Bylaws](#) outline several broad categories of the work of the district NDI president. Some of the duties and powers of the District NDI President are:

- 241.1. To give responsible leadership to Nazarene Discipleship International (NDI) on the district by promoting growth in enrollment and attendance, and to give oversight and direction to ministry programs and activities relating to Children’s and Adult Ministries (CM, AM), and to work in cooperation with Nazarene Youth International (NYI) to coordinate youth Sunday School/Bible studies/small groups).
- 241.2. To be an ex-officio member of the District NDI Board, The District Advisory Committee (238), and the District Assembly.
- 241.3. To report accurate Discipleship and Sunday School statistics to the Field NDI office, and to prepare for the District NDI Board a written report for the annual District Assembly journal. The Field NDI office shall obtain reports of the Accountability Care List and NDI attendance from each district in order to compile an accurate account of NDI growth within the denomination annually. Also, “The District NDI Board, in consultation with the District Superintendent, shall determine the frequency of the reporting (monthly, quarterly, or annually). All reporting will be submitted to the district. [NDI Bylaws](#) (Article IV).
- Annually evaluate, develop, and implement with the District NDI Board a discipleship strategy to ensure all local churches have a discipleship plan in place to help and support people in their journey from no faith, to new faith, to mature faith, from being a disciple to being a disciple-maker.

The specific tasks of the District NDI President are done in cooperation with the District NDI Board and fall into five major areas of concern and work. These are:

### 1. District NDI Board

- a. To preside over all District NDI Board meetings and to provide all members with a suggested agenda two weeks before the scheduled meeting date.
- b. To call the elected board into session within one week following the election and organize into a functioning body (See [Nazarene Manual 2023](#), par. 240.1).
- c. To nominate to the NDI Board, in consultation with the District Superintendent, the district coordinators of Children’s Ministries (CM) and Adult Ministries (AM).
- d. To serve on the District Camp Board or appoint someone from the NDI board to serve in his/her place.
- e. To lead the board to elect the coordinators of CM and AM and their councils (See Nazarene [Manual 2023](#), par. 240.3 - 240.4). To work closely with the District Superintendent on all programs.
- f. To cooperate with and encourage the district coordinator of NDI evangelistic outreach in the promotion of all discipleship outreach for the district and local churches.
- g. To develop an annual budget to be recommended to the District Advisory Board for the support of NDI (See Nazarene [Manual 2023](#), par. 240.11).
- h. To keep the mission, purpose, and five core principles in mind at all times.

## 2. Conventions, Events and Communications

- a. To maintain effective communication with all pastors and local NDI presidents by utilizing all available communication methods, including any district-sponsored tools such as a district newsletter, web site, etc.
- b. To preside over, and make arrangements for, the District NDI Convention and any other NDI district leadership gatherings (See Nazarene [Manual 2023](#), par. 240.5).
- c. To assist in challenging and encouraging local pastors and workers through mailings, phone calls, electronic meetings, special events, etc.
- d. To attend all district NDI-related functions, field and regional workshops, district NDI presidents' gatherings sponsored by Field, Regional, and Global NDI, and the Global NDI Convention.
- e. To communicate with the Field and Regional NDI departments relating to district NDI interests, and serve as a communication conduit from the Field and Regional NDI to the district NDI.
- f. To place a strong emphasis on the enlisting and training of new workers for discipleship.
- g. Promote discipleship in Sunday School and small groups.
- h. To send a list of the NDI Board and the AM and CM councils to the Field and Regional NDI offices.

## 3. District Age-Group Ministries

- a. To provide oversight to the Children's Ministries and Adult Ministries Coordinators and help them as needed with the various age-group ministries.
- b. To assist other NDI leaders in the promotion of events sponsored by their ministries.
- c. To analyze and survey the Christian education needs of each local church when requested, and to assist the local NDI president in meeting those needs.
- d. To oversee the coordination of the programs and ministries in CM, youth Sunday School, and AM (See Nazarene [Manual 2023](#), par. 240.2 – 240.4).

## 4. Discipleship Ministries

- a. To give leadership to the Sunday School and small groups by promoting growth in enrollment and attendance; coordinate all programs and activities relating to children's ministries, youth Sunday School, and adult ministries; and prepare for the board a written report to be printed in the annual district journal.
- b. To provide direction for setting district goals in discipleship ministries attendance and enrollment in order to assist in meeting the quadrennial goals of the denomination.
- c. To assist local NDI Presidents in developing a Christian education program for the local church. Make sure that each church knows about the resources found on the [Regional Resources Website](#).
- d. To assist local NDI Presidents in preparing an annual operating budget. (The district NDI budget assigned to the local church should be explained in writing each year and sent directly to the NDI Presidents.)
- e. To conduct local, zone, or district gatherings to promote the growth of and expansion of discipleship ministries.

- f. To periodically evaluate the growth and progress of the District NDI through reports from the district age-level coordinators and the district NDI evangelistic outreach coordinator.
- g. To provide for the training of disciple-makers through continuing lay training as well as other programs, workshops and seminars.
- h. To recommend that an NDI Evangelistic Outreach Coordinator be elected at the organizational meeting of the newly elected NDI Board (See Nazarene [Manual 2023](#), par. 240.1).
- i. To work with the district NDI Evangelistic Outreach Coordinator in targeting new areas for extension Sunday Schools, small groups, Bible studies, Vacation Bible Schools, etc. on the district.

## 5. Reporting

- a. To prepare written reports for the District NDI Board. (See Nazarene [Manual 2023](#), par. 241.3).
- b. To submit a written report of the NDI board's work annually to the District NDI Convention and submit a copy to the district secretary for inclusion in the district journal.
- c. Guidelines for Local Church Reporting:
  - NDI Accountability Care List (ACL) ([NDI Bylaws](#), Article III)
  - NDI Attendance ([NDI Bylaws](#), Article IV)

## III. JOB DESCRIPTIONS OF ADDITIONAL DISTRICT NDI BOARD MEMBERS

### 1. Age-level Ministry Coordinators

- a. To provide leadership for the various age-group ministries.
- b. To assist other NDI leaders in the promotion of events sponsored by their ministries.
- c. To analyze and survey the discipleship needs of each local church when requested, and to assist the local NDI president in meeting those needs.
- d. To oversee the coordination of the programs and ministries in CM, youth Sunday School, and AM (See Nazarene [Manual 2023](#), par. 240.2 – 240.4).
- e. To keep the [MISSION](#), [PURPOSE](#), and five [Core Principles](#) in mind at all times.

### 2. Continuing Lay Training (CLT) Coordinator

**The District CLT Program** offers opportunity for the district NDI to promote and deliver teacher/worker training events. The District CLT Coordinator is a key member of the District NDI Board. District CLT Coordinators may work with the Global CLT office to assign CLT unit numbers to district training events, thus linking district training to CLT credits. This provides additional incentive to event participants as credit earned applies to CLT certificates and awards.

**The Discipleship Place** (<https://discipleshipplace.org>) is the NDI website where CLT and other discipleship resources can be found.

#### **District CLT Coordinator—Job Description**

While there is a complete job description available on the CLT web site, the following items provide general guidelines and descriptions.

- a. To be knowledgeable and aware of the operations and resources of the CLT program.

- b. To be responsible for planning, coordinating, and promoting both the CLT program and CLT training events on the district.
- c. To communicate regularly with local church CLT coordinators, promoting the general interests of CLT and providing training and assistance where possible.
- d. To maintain accurate records of district CLT activity. Reports showing credit received by churches on the district can be obtained by contacting the CLT office by E-mail at [clt@nazarene.org](mailto:clt@nazarene.org).
- e. To evaluate the district CLT program, giving strength, promotion, and improvement where necessary.

### 3. District NDI Evangelistic Outreach Coordinator

Each district NDI should encourage evangelistic outreach and growth. This should be done by:

- a. promoting the enlargement of Sunday Schools and small groups
- b. enlisting and training new workers
- c. developing plans for starting new classes and Sunday Schools
- d. coordinating the efforts of local NDI evangelistic outreach directors.

Therefore, it is recommended that each District NDI Board elect an NDI Evangelistic Outreach Coordinator. The responsibilities of the District NDI Evangelistic Outreach Coordinator are:

- a. To initiate and supervise all evangelistic outreach activities to enlarge the Sunday School and small groups, under the direction of the District Superintendent and the district NDI president.
- b. To promote the enlistment of new workers for outreach and teaching through the Sunday School and small groups.
- c. To develop plans for the formation of new classes in the Sunday School and handling new small groups.
- d. To work with the Local NDI Evangelistic Outreach Coordinators to see the Sunday School and small groups grow by reaching new pupils and enrolling them in NDI ministries.
- e. To encourage on the local and district level the starting of new small groups, classes and extension Sunday Schools.
- f. To promote the development of disciple-makers so that every follower of Jesus can go and make Christlike disciples.
  - To compile an up-to-date list of NDI evangelistic outreach coordinators in local churches on the district and to correspond with pastors and churches that have no NDI evangelistic outreach coordinator, encouraging them to select one.
  - To send a job description for the local NDI evangelistic outreach coordinator to each pastor, local NDI president, and local evangelistic outreach coordinator.
  - To provide local coordinators with suggested methods of outreach to grow NDI ministries.
- g. To provide and encourage CLT classes in connection with all evangelistic outreach ministries through the local church.
- h. To secure quarterly and/or annual reports from the local churches relative to their evangelistic outreach ministries:

- Number of new workers recruited
  - Number of new disciples enrolled
  - Types and descriptions of outreach activities
  - Number of new classes and small groups formed
  - Extension Sunday Schools started
- i. To encourage and make available spiritual gifts seminars at the local church, zone, or district levels.
  - j. To strongly emphasize the NDI [Core Principles](#) in all promotions.
  - k. To cooperate with and coordinate other plans, activities and programs of evangelistic outreach suggested by the district.

#### IV. District NDI Ministries

##### 1. Sunday School and Small Groups

Sunday School and small groups are an important aspect of Nazarene Discipleship International ([NDI](#)). Sunday School has always been a part of the Church of the Nazarene. From the denominational beginnings at Pilot Point, Texas, the founding fathers were firmly committed to promoting evangelism, missions, and Christian education. This young, fledgling religious movement took seriously Christ’s command to “go . . . make disciples of all nations. . . teaching them to obey everything I have commanded you” (Matt. 28:19-20).

Because of the evangelistic fervor and revival spirit of those days, Sunday School became the primary tool through which new believers were taught the tenets of faith. Sunday School and small groups hold a vital role in the Church of the Nazarene. Sunday School and small groups help NDI fulfill its [Core Principles](#) to men, women, boys, and girls as they study God’s Word, the Bible, and apply its life-guiding principles.

Sunday School is the foundational ministry for every age-group. A church should provide this ministry even if it cannot provide any others. The work of Sunday School is best carried out through age-groups—children, youth, and adult—with a council responsible to organize and administer the work of each. As a church grows, it should add additional ministries for each age-group as needs become apparent and there are leadership and resources to meet those needs.

##### 2. Age-level/ Group Ministries

###### ▪ Children’s Discipleship Ministries

The District Children’s Discipleship Ministries has three major functions:

1. To provide district-wide ministries to children. These include children’s camps, Caravan events, Bible quizzing, talent festivals, mission rallies, and sports activities. Events like these help children from different churches get to know one another. The events also help children from smaller churches understand their churches are part of a larger organization.
2. To equip and support local churches as they minister to children. Local church workers need training, materials, and encouragement as they minister to children. The District Children’s Ministries should provide this.

3. To serve as a liaison between the Field and Regional NDI offices and the local churches of the district. Children's Ministries depends on district children's leadership to keep up-to-date contact lists of local church personnel and work directly with them. NDI encourages district leaders to train local workers and to forward information from the field and regional NDI offices to them. The most efficient way for the district to carry out these functions is through the work of a district Children's Ministries coordinator and a District NDI Board.

- **Youth Discipleship Ministries**

All youth ministries of the district shall be carried out by the District NYI under the supervision of the District Superintendent and the District Advisory Board. The District NYI president shall be an ex officio member of the District NDI Board.

- **Adult Ministries**

The district Adult Ministries has three major functions:

1. To provide district-wide ministries to adults. These might include single adult weekends, men's camp-outs, women's retreats, Senior Adult banquet, etc. Events like these help adults from different churches get to know one another. They provide training and inspirational events the local church alone cannot provide. The events also help adults from smaller churches to understand their church is part of a larger organization.
2. To equip and support local churches as they minister to adults. Local church workers need training, materials, and encouragement as they minister to adults. The District Adult Ministries should provide a variety of opportunities and resources to accomplish this.
3. To serve as a liaison between the field and regional NDI offices and the local churches of the district.

## V. District NDI Convention

One of the most exciting and effective events of the year on the district NDI calendar is the NDI Convention. It is important that each district plan a District NDI Convention annually in order to provide inspiration, motivation, and training for all NDI workers. The promotion of disciple-making should be a highlight of each Convention.

### 1. Delegates to the District NDI Convention ([NDI By-laws](#), ARTICLE X)

Ex-officio members of the District NDI Convention shall be:

- The District Superintendent
- All pastors, assigned ordained ministers, assigned district licensed ministers, retired assigned ministers, full-time associates
- District NDI President
- District Coordinators of Children's Ministries and Adult Ministries
- District NYI president
- District NMI president
- All local NDI Presidents and local discipleship coordinators
- Local NYI Presidents
- Elected members of the District NDI Board
- Lay members of the District Advisory Board
- Full-time Nazarene professors of Christian education with membership on that district
- Field, regional, and global NDI officers.

In addition to the delegates listed above, each local church shall elect in their annual meeting additional NDI delegates to the District NDI Convention. This number shall be 25 percent of the



number of officers, teachers, and leaders of the local NDI ministries. In case elected delegates cannot attend the Convention, alternate delegates shall be designated in the order of the votes received.

## 2. Elections

The district NDI is responsible for promoting the work of making disciples through Sunday School and ministries of outreach, evangelism, and Christian nurture for all age levels. Just as a local church elects an NDI Board to carry out these functions, there shall also be an NDI Board elected on the district level. Those elected to this board should be adherents to the goals and objectives of NDI. This board, along with the District NDI President, serves as a liaison between the Field NDI office and the local churches located on that district.

It is the work of those elected at the district level to set goals and motivate the local churches to cooperate in reaching together what cannot be done separately. It is, therefore, necessary to elect individuals who have leadership qualities and are respected among those with whom they will be working throughout the year.

The District NDI Board shall appoint a nominating committee to select twice the number of nominees for the elected positions of District NDI President and the three elected members of the District NDI Board, which are then to be elected by plurality vote at the District NDI Convention. These nominees must be members of the Church of the Nazarene, actively involved in one or more of the ministries of NDI, and should be selected from the various discipleship ministries, including but not limited to children, youth, and adult.

### Electing NDI Board Members

- **District NDI President**

The president is elected annually (or biannually) by the NDI Convention or the District Assembly from two or more nominees submitted by the District NDI Nominating Committee.

See the [NDI Bylaws](#), Section 1, item c and the Nazarene [Manual 2023](#), par. 241).

- **NDI Board**

The additional members shall be elected by the District NDI Convention or District Assembly to staggered terms of three years, initially with one being elected for a term of three years, one for a term of two years, and one for a term of one year. They serve until their successors are elected and qualified. When possible, at least 40% of board members should be laypersons. (Nazarene [Manual 2023](#), par. 240 and the new [NDI Bylaws](#), Article X, Section 1c and d.)

**Note:** All other members of the NDI Board, like age group coordinators, secretary, treasurer, etc. are appointed by the NDI Board.



### 3. District NDI Convention Time and Place

At the present time, annual District NDI Conventions fall into two categories: those held in conjunction with the District Assembly and those held at other times. The District NDI Board, in cooperation with the District Superintendent, should determine the best time and place for this important event. Here are some considerations to keep in mind when making this decision:

- **When will the most laypersons from across the district be able to attend?** Consider school calendars, weather, seasonal responsibilities and celebrations, holidays, etc. Once a good time is found, make it a part of the district calendar each year. This will assist local churches in annual planning.
- **Where will the Convention be held?** Be sure to consider the area of greatest concentration of churches and church members. In some cases, it may be helpful to change locations each year. In others, once a winning combination is found, it might be wise to keep the same location from year to year.
- **How long shall the Convention be held?** When held in conjunction with the District Assembly, the NDI Convention will need to be flexible in relation to the times of the other Conventions. However, when held at other times, you have more choices. Be sure to allow enough time to accomplish the purposes of the NDI Convention.
- **How will the Convention be financed?** Most districts have established a formula for financing this event. However, this should be a part of the annual NDI budget and placed on the agenda each year when the plans are being made.
- **What type of program shall be planned?** The most effective Conventions successfully incorporate the elements of motivation/inspiration and training/equipping. Consider bringing in a guest speaker to address your workers. If time allows, plan to offer a variety of workshops that target specific age-group ministries or other local church ministries. Remember to invite guests and recruit workers as far in advance as possible.
- **Will elections of district NDI officers be held in the Convention?** One of the duties of the NDI Board, as outlined in the Nazarene [Manual 2023](#) is “to determine, in consultation with the District Superintendent, whether elections for the District NDI Board members and chairperson will be held in the District Assembly or in the District NDI Convention” (See Nazarene [Manual 2023](#), par. 240.6).
- **How will the Convention be publicized?** Publicity for the District NDI Convention needs to be planned well in advance. The most common place to publicize this event is in the district newsletter, website, Facebook, etc. Be sure to include the dates and place as far in advance as possible. Pictures of speakers/workers should be provided in detail at least one full month before the Convention. Other communications on the district should include all information, when appropriate.

The annual NDI Convention should be a very important event for every district. If planned properly, it will provide information and inspiration for all NDI workers and pastors to do a more effective job in making Christlike disciples. Do not fail to utilize this opportunity as part of your district’s efforts to fulfill Christ’s Great Commission.

## PART 4: FIELD, REGIONAL, AND GLOBAL NDI ADMINISTRATION

### I. FIELD NDI ADMINISTRATION

Just as churches are grouped together into districts for administrative purposes, so too are districts grouped together into *Fields* for administrative purposes. Fields are based on geography and language. The Mesoamerica Region has 5 Fields: **Mexico Field**, **North Central Field** (Guatemala, El Salvador, Honduras), **Central Field** (Nicaragua, Costa Rica, Panama, Dominican Republic, Cuba, and Puerto Rico), **Caribbean Field** (Bahamas, Turks and Caicos, Belize, Jamaica, Virgin Islands, Saint Martin, Saint Kitts and Nevis, Antigua and Barbuda, Guadeloupe, Dominica, Martinique, Saint Lucia, Barbados, Saint Vincent and the Grenadines, Aruba, Grenada, Trinidad and Tobago, Guyana, Suriname, French Guiana), and **Haiti Field**.

Each Field has an NDI Field Coordinator who is chosen by the Field Strategy Coordinator in consultation with the Regional NDI Coordinator. (A Field Strategy Coordinator is like a District Superintendent, but with responsibilities over the districts on his or her field.) The Field leadership structure is similar to the district leadership in that the Field NDI Coordinator works with a Council, often made up of the District NDI Presidents, to organize ministries, provide training and resources, encourage leadership, and serve as a communication link between the Regional and Global NDI Offices and the districts.

Additional Duties of the Field NDI Coordinators shall be:

- a. To assist the Regional NDI Coordinator in providing vision and inspiration related to the implementation of strategies and resourcing consistent with the field, regional, and global vision for the church in cooperation with Regional, Field and District level leadership.
- b. To be primarily accountable to the Field Strategy Coordinator and the Regional NDI Coordinator and secondarily to the Regional NDI Council.
- c. To serve on the Regional Discipleship Ministries Council. This includes assisting in 1) planning for the ministries of NDI on every level, 2) the development of training materials, NDI ministry resources and program materials for Local, District and Field NDI Leaders and programs.
- d. To give leadership/ guidance in the planning and implementation of Field NDI Events.
- e. To help facilitate networking between the various Districts on their field, and with other fields on the Region.
- f. To manage and disburse approved Field Discipleship Ministries budgetary and designated funds.
- g. To communicate regularly with District and Field leadership concerning NDI matters.
- h. To submit bi-monthly written reports to the Regional NDI Coordinator and the Field Strategy Coordinator and keep them duly informed of all major NDI plans and developments on the field.
- i. To help with the necessary translation of Discipleship ministries resource materials and other such requirements for the field as needed.
- j. To receive reports from the District NDI Presidents regarding ministry plans, initiatives and projects for NDI. These reports should also include information on membership.
- k. To function as the principal coordinator of satellite sites for the Global NDI Convention when their field is selected to host a site.
- l. To be responsible for overseeing Discipleship Literature for the field.
- m. To have oversight responsibility for NDI Country Coordinators (where applicable).
- n. To represent and champion the purposes of NDI on their field.

## II. REGIONAL NDI ADMINISTRATION

Just as districts are grouped together into fields for administrative purposes, so too are fields grouped together into Regions for administrative purposes. Regions are based on geography. The Church of the Nazarene has 6 Regions in the world: ***Mesoamerica Region*** (Mexico, Central America, and the Caribbean), ***United States and Canada, South America, Eurasia, Asia Pacific, and Africa***.

Each Region has a Regional NDI Coordinator who is chosen by the Regional Director in consultation with the Global NDI Director. (A Regional Director oversees leadership and ministries over the Region.) The Regional NDI leadership structure is similar to the field leadership in that the Regional NDI Coordinator works with a Council, made up of the Field NDI Coordinators and additional personnel, to organize ministry, provide training and resources, encourage leadership, and serve as a communication link between the Global NDI Office and the fields and districts.

Additional Duties of the Regional NDI Coordinators shall be:

- a. To represent and champion the purposes of NDI on their region.
- b. To work closely with their Regional NDI Council to provide vision and inspiration related to the implementation of strategies and resourcing consistent with the global and regional vision for the church.
- c. To research, create, develop, and coordinate training initiatives for intentional discipleship and leadership development for regional, field, district and local church advancement, connecting all the ministries of the church to the task of making Christlike disciples who reproduce Christlike disciples.
- d. To provide overall direction in the planning and implementation of regional NDI events.
- e. To directly oversee and coordinate Field NDI Coordinators.
- f. To raise, manage and disburse approved NDI budgetary and designated funds in conjunction with the Regional Director and Regional Finance Coordinator.
- g. To enter or supervise the entry of new NDI stories, news, events, etc. on the regional website and Facebook pages in a timely manner.
- h. To communicate regularly with District and Field leadership concerning NDI ministry matters.
- i. To work with the Regional NDI council and others to develop/provide/translate NDI ministry and discipleship resources for Local, District and Field NDI Leaders and programs in the major languages of the Region.
- j. To serve as a liaison to the Global NDI Office
- k. To develop and approve Kids Reaching Kids Mission Offering Projects from within the region and submit to the Global NDI office.
- l. To represent their region and submit a report at the annual Global NDI Council meeting.
- m. To serve as the liaison to the Regional General Assembly Coordinator for Global NDI Convention delegates.
- n. To bring the nominee(s) for NDI General Board representative, selected by their regional forum, to the Global NDI Council. The Council will present one name to the General Assembly for election as the NDI representative to the General Board ([Manual 2023](#) 332.6).
- o. To be primarily accountable to the Regional Director and secondarily to the Global NDI Director.

([NDI Bylaws](#), ARTICLE XI, SECTION 2 and 3)

### III. GLOBAL NDI ADMINISTRATION

The last administrative level of NDI is the Global level. NDI globally is led by the Global NDI Director, who is elected by the Board of General Superintendents (BGS) from a ballot prepared by the Global NDI Council and BGS and adopted by the General Board. The Global NDI Director works with the Global NDI Council, along with their staff at the Global Ministry Center, to lead NDI worldwide.

The Global NDI Council meets regularly, either in person or by electronic means, and consists of the Regional NDI Coordinators from each Region and the Global NDI director, who chairs the meeting. The NDI General Board Representative is invited to participate in selected meetings throughout the year.

This council exists to guide, facilitate, and promote the total mission of NDI by working with regional, field, district, and local NDI leaders in connecting global strategies for effective disciple-making.

([NDI Bylaws](#), ARTICLE X, SECCION 3E; ARTICLE XI, SECTIONS 1 and 2.)

#### **Global NDI Convention**

In conjunction with each General Assembly, NDI has a Global Convention with delegates in one or more locations around the world. Elected delegates (and guests) meet for the purpose of inspiration, motivation, and training to equip and enrich involvement in fulfilling the mission and purpose of NDI globally.

Besides having plenary sessions of inspiration and challenge, as well as workshops for training, the Global Convention shall also include regional forums (onsite or via electronic means) composed of the Regional NDI Council, the Regional Director, the Regional NDI Coordinator, the Field NDI Coordinators and Regional NDI Council members, and the elected and ex-officio district NDI delegates from that region. The forums shall include in their agenda ministry reports, plans, and strategies from the Regional NDI leadership, as well as the election of a nominee for consideration to serve as the NDI representative on the General Board. The Global NDI Council and Global NDI director will then select one name from the six regionally nominated names and submit that one name to the General Assembly for approval ([Manual 2023](#) 332.6).

#### **Global NDI Convention Delegates:**

- a. Ex-officio delegates to the Global NDI Convention shall be: District Superintendents, District NDI Presidents, elected district coordinators of specific discipleship ministries; Regional NDI Coordinators, Field NDI Coordinators, other discipleship ministry regional coordinators; and directors and staff of the global NDI office. In addition, professors of Christian education at Nazarene colleges, universities, and seminaries may attend as delegates.
- b. In addition to the ex-officio delegates, each district should elect four additional delegates or a number equal to ten percent of the organized churches on the district, whichever is greater.
- c. The following guidelines should be followed in elections for the Global NDI Convention delegates:
  - 1) Each district shall have a District Nominating Committee that is comprised of the District Superintendent, District NDI President, and at least three others appointed by the District NDI Board. They shall select three times the number of nominees to be elected.
  - 2) The District NDI Convention shall elect an equal number of delegates and alternates representing the various NDI ministries (including teachers and youth leaders). Those elected should be persons who are presently and actively involved in the respective area from which they are elected. The number of alternates elected should include alternates for ex-officio district officers. Persons should not be elected who will serve as delegates to the Global Nazarene Missions International Convention or the Global Nazarene Youth International Convention because the three Conventions take place at the same time.

- 3) Delegates shall be elected by ballot (secure electronic balloting is acceptable when in-person balloting is not possible) at the District NDI Convention within 16 months of the General Assembly or within 24 months in areas where travel visas or other unusual preparations are necessary.
- 4) As nearly as possible, elect an equal number of laity and clergy—50 percent laypersons and 50 percent assigned ministers, elders, deacons, or licensed ministers. When the total number is uneven, the extra representative should be a layperson.
- 5) District NDI leaders elected prior to and holding office at the time of the Global NDI Convention shall be the ex-officio members of the Convention.
- 6) A plurality vote shall be sufficient for election.
- 7) If any elected delegates cannot attend the Global NDI Convention, alternate delegates shall be designated in the order of votes received. If elected delegates and alternates are unable to attend, the District Superintendent, District Advisory Board, and District NDI President together are authorized to fill such vacancies.
- 8) At the convening of the Global NDI Convention, each delegate shall reside on and be a member of a local Church of the Nazarene on the district he or she was elected to represent.
- 9) Districts who are able to financially support NMI, NYI, and NDI delegate attendance at the global Conventions should aim at providing equal support for all attending delegates.
- 10) If the election of delegates for the Global NDI Convention does not take place at the District NDI Convention, delegates can be elected at the District Assembly or by another method approved by the Global NDI Director and regional office.

([NDI Bylaws](#), Article X, Section 2)

#### **Misc. Ministry Links:**

- [Kids Reaching Kids Offering](#)
- [Nazarene Educators Worldwide](#)

#### **Curriculum Resources**

- [The Foundry Publishing](#)
- [The Discipleship Place](#)
- [Wesleyan Holiness Digital Library](#)
- [Mesoamerica Region DNI Discipleship Resources – http://ndiresources.mesonaz.org/](http://ndiresources.mesonaz.org/)

### **III. Nazarene Discipleship International (NDI)**

## **812. Nazarene Discipleship International (NDI) BYLAWS**

### **Article I – Name**

The name of this organization shall be Nazarene Discipleship International (NDI)

### **Article II – Mission, Purpose and Core Principles**

#### **SECTION 1. Mission Statement**

The mission of Nazarene Discipleship International (NDI) is to carry out the Great Commission to children, youth, and adults in preparation for a lifelong journey of being and making Christlike disciples in the nations.

#### **SECTION 2. Purpose**

The purpose of NDI is to assist local churches in:

- a. Reaching non-believers for Jesus
- b. Establishing new believers in their faith in Christ
- c. Walking with believers to a fully surrendered, heart-cleansed, fruit-bearing, and Spirit-filled life.

#### **SECTION 3. Core Principles**

NDI promotes the following five Core Principles that are essential to the discipleship process:

- a. Fervent Prayer
- b. Compassionate Outreach
- c. Comprehensive Biblical Learning
- d. Intentional Mentoring and Equipping
- e. Authentic Relationships

These Core Principles, promoted and modelled on each region, field, district, and local church, will develop Christlike disciples of every age and in every culture.

## **1) Principle #1 of NDI: Fervent Prayer**

Prayer is an essential part of discipleship. In its purest form, prayer is communicating with and responding to God. Prayer was expressly modeled by Jesus who taught His disciples to pray. Jesus' disciples were then instructed to teach each following generation of disciples to pray. The Scriptures reveal that intentional and consistent prayer nurtures and develops our relationships with both God and others, enabling us to see and experience God's activities through His prevenient, saving and sanctifying grace.

Prayer is the bedrock upon which all other ministry efforts are built. As we pray, God inspires us to be actively engaged in the world. Through prayer, we participate in the Holy Spirit's transforming power, both for ourselves and for our neighbor.

Prayer guides us to spiritual success. By deepening our relationship with God through prayer, we experience the Holy Spirit's guidance and find greater measures of spiritual growth and direction. Through intentional, specific, and consistent prayer, the body of Christ becomes the eyes, hands, and feet of the Savior.

## **2) Principle #2 of NDI: Compassionate Outreach**

God's compassionate and redemptive love is foundational to discipleship and the appropriate motivation for Christian outreach. Compassionate outreach reveals God's love for humanity. God is continually reaching out to prepare people's

hearts to receive salvation. It is a disciple's care for non-believers, both local and global, that places a face and hand to God's grace and love. Therefore, a disciple's authentic and loving relationship with non-believers is essential to communicating the beauty of God's grace and salvation.

Outreach is every disciple's calling. Every disciple, faithfully living and loving like Jesus, is to be engaged in nurturing genuine relationships with others. Through a disciple's prayerful and compassionate action, God is reaching out and preparing hearts to receive salvation. When disciples are in relationship with non-believers, they are obeying Jesus' command to go into all of creation to proclaim the Good News (Mark 16:15).

### **3) Principle #3 of NDI: Comprehensive Biblical Learning**

Jesus placed a high priority on teaching his disciples from the Scriptures. It was the knowledge of the Scriptures combined with his instructions that shaped their knowledge of God and the work of the Holy Spirit.

Learning the Scriptures, through individual and group study, helps disciples to become more like Christ. When we study the Word of God, which is active and living, we uncover who God is, how God loves, and how we are to love others. In doing this, we allow God to speak to us, mold us, and sanctify us.

Knowing God's Word is essential to Christlike discipleship. Being actively engaged in the systematic study and application of the Word of God is a catalyst for spiritual transformation and growth. As we grow and learn, we begin to fully understand and obey God's mission for his disciples to go and reach out to unbelievers with God's love. When we allow the Word of God to



transform us, we are modeling to others the importance of learning God's Word.

#### **4) Principle #4 of NDI: Intentional Mentoring and Equipping**

Jesus' method of discipleship was through personal mentoring and equipping of a chosen group of individuals. It was these methods that helped Christianity grow and transform society.

Mentoring and equipping is a discipleship process that introduces new believers to Jesus and reveals how to follow Him personally and fully. Mentoring is a loving way to teach accountability and introduce non-believers to the full knowledge of Christ. All disciples are challenged and continue to grow and become Christlike when every disciple is providing and receiving mentoring.

To become all that God has created us to be as Christ's disciples, we need to be willing to grow and to help others grow as Jesus did. Therefore, mentoring, and equipping others on the journey of discipleship is essential to Christian growth and maturity.

#### **5) Principle #5 of NDI: Authentic Relationships**

In the same way that Jesus gathered travelling companions around Himself, we as His disciples, are called to journey together as members of the Body of Christ. Everyone committed to the Great Commission should be engaged in relationships that honor God and edify the Body of Christ.

The core of our faith and life is to love God and love others. When we know we are unconditionally loved by God and unconditionally loved by one another, unity in the Body of Christ

results. This unconditional love knows no cultural, generational, or structural bounds. This unconditional love is made possible only through the working of the Holy Spirit.

When we deeply care for one another, we discover just how rich our identity is in Christ, and spiritual growth results. Such loving relationships help us walk the path of holiness because we are receiving both encouragement and loving correction. These Spirit-enabled relationships are necessary as we support one another in living a fully surrendered and Spirit-filled life.

## **SECTION 4. Global Mission**

As we live out the core principles of NDI in the life and ministries of the local church and in the practices and behaviors of every Nazarene, we will accomplish the mission of making Christlike disciples in the nations. We recognize that discipleship will look different as culture shapes our methodologies, but our global mission, purpose, and core principles remain the same. To discover regional expressions of these core principles, as well as more information regarding NDI, please see the articles below and your NDI regional handbooks.

### **ARTICLE III. NDI Accountability Care List (ACL)**

**SECTION 1.** Each local church should strive to reach all unsaved persons in the community. In order to accomplish this goal, the NDI ministry of the local church shall create and sustain an up-to-date Accountability Care List (ACL). An ACL should include the name and contact/follow-up information for every person who regularly attends any of its NDI ministries and any individual the local church has encountered through outreach ministries or relational discipleship/evangelism. Once a person is added to the ACL, the local church should actively seek to minister to that person in the name of

Jesus as he or she is brought into the fellowship of the local church.

The ACL should be divided among active NDI ministries across the church to include all those contained on the full list. Teachers/leaders of each ministry shall facilitate regular care and connection between the local congregation and those on the ACL.

The ACL shall become an active prayer list for the church through its regular NDI ministries. The ACL should prompt the local church to build Christ centered relationships with all people on the list. The ACL is intended to provide relational accountability for the body of Christ to its responsibility in the community.

The total number of all individuals on the ACL is to be reported in the Annual Pastor's Report. The ACL includes all age groups and all NDI ministries. (For a full description of the varying NDI ministries refer to your regional handbook.)

**SECTION 2.** The following groups of people shall be included on the ACL. A person may attend more than one group. In this instance the ACL grouping represents the group for ensuring accountability for discipleship of that person.

- a. Sunday School/Bible Studies/Small Groups/Home Groups: All those who regularly attend regular small groups of any kind in the church should be included on the ACL.
- b. One-on-one Discipleship/Mentoring: Any individual being discipled or mentored by someone in the church should be included on the ACL list.
- c. Online outreach ministries: Any individual who visits the church through technology should become a part of an online ACL list.

- d. Home Bound: Any person relationally connected to a local church who is physically or vocationally unable to attend a regular NDI ministry should be listed on the ACL.
- e. Nursing Home/Convalescent Center/Health Care Facility, etc.: Any resident confined to one of these centers who is relationally connected to a local church shall be included on the ACL.
- f. Childcare/Schools: Any group of students in a Nazarene childcare/school (birth-secondary) sponsored/operated by a local Church of the Nazarene.
- g. Students: When students of the church leave for educational purposes, the role of the local church is not completed. These students shall continue to be on the ACL. The sending church should regularly reach out to the student in loving care.
- h. Child Development Centers (CDC): Sponsored/operated by a local Church of the Nazarene.

### **SECTION 3. Review of Names/Removal of Names**

The ACL shall be reviewed and updated quarterly by the local NDI board in consultation with the pastor.

Caring responsibility for a person or family on the ACL may be transferred from one NDI ministry group to another with the approval of the local NDI board.

Removing names from the church's master ACL should only be done with the approval of the pastor when a person:

- a. moves out of town.
- b. joins another church.
- c. specifically asks to have his or her name removed.
- d. has not attended for one year and has been faithfully ministered to by an appropriate NDI leader (with the exception of d. , e. and g in Section 2) .

## **ARTICLE IV. NDI ATTENDANCE**

The purpose of counting and reporting NDI attendance in the local church is to help measure the effectiveness of that church's effort to make Christlike disciples, fulfilling the purpose of NDI. All NDI efforts should lead to the lost coming to faith in Jesus, new Christians being established in their faith in Christ, and believers experiencing the fullness of the Spirit, maturing in grace, and becoming disciple-makers. NDI attendance measures, therefore, should reflect this desired purpose.

NDI attendance includes all NDI ministries. These ministries shall be counted each week by the local church according to the guidelines listed below and in Article III, Section 1 above.

The regional NDI office shall obtain reports of the ACL and NDI attendance from each district in order to compile an accurate account of NDI growth within the denomination annually.

### **SECTION 1. Definitions and Reports**

The attendance of all Discipleship Ministry groups shall be defined as persons involved in Bible engagement and its application of the biblical principles for Christlikeness.

a. NDI attendance should consider:

- 1) How many individual people is the local church engaging with along their discipleship journey? In this case, every individual is counted only once. This number allows the church to evaluate the effectiveness (growth or decline) of reaching new people from its community.
- 2) How many discipleship "touches" occur during any given week/month? With NDI's purpose of walking with every individual into a deeper experience with God toward holiness, believers may attend multiple NDI activities during

- any given period of time. The purpose of this number is to see the full effect of the discipleship effort of a local church. People, in this category, may be counted more than once as they may attend more than one meeting each week.
- b. Attendance figures from all discipleship ministries groups shall be reported regularly to the local church board and on the Annual Pastor's Report.
  - c. The District NDI Board, in consultation with the district superintendent, shall determine the frequency of the reporting (monthly, quarterly, or annually). All reporting will be submitted to the district.

## **ARTICLE V. LOCAL NDI BOARD**

**SECTION 1.** Responsibilities of the local NDI Board are defined in *Manual 155- 155.10* and include:

- a. Work with the pastor and the local church board to develop/organize an NDI Board.
- b. Work with the pastor to develop and implement a strategic plan for discipleship in the local church that is in line with the church's strategies/objectives and in harmony with the district vision and the mission of the Church of the Nazarene.
- c. Research, create, develop, and ultimately approve curriculum consistent with the Church of the Nazarene theology and mission.
- d. Coordinate with NYI and NMI to develop training programs for:
  - 1) Prayer Ministries across the local church.
  - 2) Compassionate outreach to meet the felt and real needs of the surrounding community and help people come to faith in Jesus.
  - 3) Comprehensive biblical learning to include teacher training and Bible engagement of the entire congregation.

- 4) Intentional Mentoring and Equipping. In an effort to develop leadership among church members, mentoring and equipping ministry workers involved in all age group ministries should be ongoing.
  - 5) Authentic Relationships. Since the world will recognize Christ's disciples by our love (John 13:35), developing Christ-centered relationships in the local church shall be a priority for NDI ministries.
- e. Evaluate and report at the annual church meeting current local church education and discipleship ministries/projects clearly articulating their outcomes.

## **ARTICLE VI. NDI Ministry Organization and Leadership**

**SECTION 1.** When a local church offers Sunday School for all ages, the Sunday School program shall be divided into classes for children and youth on the basis of age or school grade. For adults, the classes should be determined by seasons of life, common interests, mission, topic, etc. Where appropriate, intergenerational classes may also be considered.

**SECTION 2.** Other NDI ministries such as small groups, home groups, one-on-one discipleship/mentoring may last for a set period of time with breaks in between the formation of new groups.

**SECTION 3.** When the number of classes within the children's, youth, or adult age groups increase, attention should be given to age level organization with a supervisor appointed by the local NDI Board in consultation with the pastor.

**SECTION 4.** The duties of the department supervisor shall be determined by the local NDI Board in consultation with the pastor.

Suggested responsibilities are listed in the NDI regional handbooks.

## **ARTICLE VII. NDI MINISTRIES TEACHERS AND LEADERS**

**SECTION 1.** NDI Ministries teachers and leaders shall be appointed annually according to *Manual* 155.8.

**SECTION 2.** The NDI Board, in consultation with the pastor, may declare the position of any officer or teacher/leader vacant in cases of proven unsound doctrine, imprudent conduct, or neglect of duty. This loving accountability to both the individual and the congregation as a whole is vital and necessary to healthy discipleship in the body of Christ.

**SECTION 3.** All teachers/leaders and substitutes should be persons of prayer, engaged in the Word, and intentionally being and making Christlike disciples.

## **ARTICLE VIII. NDI MINISTRIES LEADERSHIP RESPONSIBILITIES**

**SECTION 1.** The local NDI President shall be elected each year according to *Manual* 156 and 137. The duties of the NDI President shall be to:

- a. Coordinate the NDI under the supervision of the pastor.
- b. Plan regular meetings for NDI ministry leaders.
- c. Provide training opportunities for present and prospective local NDI leaders.
- d. Annually evaluate, develop, and implement with the NDI Board a discipleship strategy to ensure all attendees of the local church and those on the ACL are encouraged and supported in their journey from no faith to new faith to mature faith, from being a disciple to being a disciple-maker.



- e. Regularly report local NDI statistics to the designated zone, district, or field office.
- f. Encourage attendance at local, zone, district, field, regional, and global NDI functions.

**SECTION 2.** The duties of the age-group discipleship coordinators are outlined in *Manual* 157.1-157.9 and 158.2.

**SECTION 3.** The NDI Board shall elect a person to keep the NDI records. He or she shall keep an accurate record of the Accountability Care List (ACL), attendance, visitors, and other statistics as may be required of all NDI ministries.

**SECTION 4.** Where appropriate, the NDI Board shall elect a treasurer to keep accurate account of all moneys raised by NDI ministries and authorize the disbursement according to the direction of the Board. A monthly report shall be submitted to the NDI Board or NDI President (if the church does not have an NDI Board), and pastor.

**SECTION 5.** All curriculum and other resources used in NDI ministries shall be approved by the NDI Board, or NDI President (if the church does not have an NDI Board), and pastor.

## **ARTICLE IX. NDI ADMINISTRATION AND SUPERVISION**

**SECTION 1.** NDI is under the care of the pastor, accountable to the local church board, under the general supervision of the NDI Board and the immediate leadership of the NDI President and the ministry coordinators. The NDI Board should ensure the local church is protecting its youth and children (see *Manual* paragraph 139.30).

**SECTION 2.** If a church has employed someone to give oversight to NDI responsibilities such as a director of Christian education, and

wishes that person to fulfill the responsibilities of the NDI President, the church should elect another layperson to represent NDI on the local church board as a voting member. We encourage all possible efforts be made to train and resource local lay leaders for leadership in NDI.

**SECTION 3.** When a pastor/leader/ministry coordinator to children, youth, or adults is employed by a church, the pastor, in consultation with the church board, the NDI Board, and/or NYI Council, assigns the responsibility for children, youth, or adult ministries to the age-level staff member. In that case, the staff member serving children, youth, or adult ministries carries out some of the duties otherwise designated to a local Children's Ministries (CM) coordinator, NYI president, or Adult Ministries (AM) coordinator. However, the responsibility of the local CM coordinator, NYI president, or AM coordinator remains to provide vital lay leadership, support, and representation for local age-group ministries. The pastor and age group ministry staff member shall consult with the NDI Board and NYI Council to define the roles and responsibilities of the three lay positions.

## **ARTICLE X. NDI CONVENTIONS AND ELECTIONS**

### **SECTION 1.** District NDI Convention

It is important that each district plan a District NDI Convention annually in order to provide inspiration, motivation, training, and the business of reports and elections. The promotion of evangelism and disciple making ministries should be a highlight of each convention.

- a. Ex-officio members of the District NDI Convention shall be: the district superintendent; all pastors, assigned ordained ministers, assigned district licensed ministers, retired assigned ministers, full-time associates; district NDI President; district

coordinators of CM and AM; district NYI president; district NMI president; all local NDI Presidents, local discipleship coordinators, local NYI presidents; elected members of the District NDI Board; lay members of the District Advisory Board; any Nazarene full-time professors of Christian education with membership on that district; and field, regional, and global NDI officers.

- b. In addition to the delegates listed above, each local church in the annual meeting shall elect additional NDI delegates to the Convention. This number shall be 25 percent of the number of officers, teachers, and leaders of the local NDI ministries. In case elected delegates cannot attend the convention, alternate delegates shall be designated in the order of the votes received.
- c. The District NDI Board shall appoint a nominating committee to select twice the number of nominees for the elected positions of district NDI President and the three elected members of the District NDI Board, which are then to be elected by plurality vote at the District NDI Convention. These nominees must be members of the Church of the Nazarene, actively involved in one or more of the ministries of NDI, and should be selected from the various discipleship ministries, including but not limited to children, youth, and adult.
- d. The District NDI President, three elected members of the district NDI board, and delegates to the Global NDI Convention shall be elected.

## **SECTION 2. Global NDI Convention**

In conjunction with each General Assembly, NDI shall observe a Global Convention with delegates in one or more locations around the world. Elected delegates (and guests) shall meet for the purpose of inspiration, motivation, and training to equip and enrich involvement in fulfilling the mission and purpose of NDI globally.

The Global Convention shall also include regional forums (onsite or via electronic means) composed of the Regional NDI Council, the regional director, the regional NDI coordinator, and the elected and ex-officio district NDI delegates from that region. The forums shall include in their agenda the election of a nominee for consideration to serve as the NDI representative on the General Board. The Global NDI Council and Global NDI director will then select one name from the six regionally nominated names and submit that one name to the General Assembly for approval (*Manual* 332.6).

- a. Ex-officio delegates to the Global NDI Convention shall be: district superintendents, district NDI Presidents, elected district coordinators of specific discipleship ministries; NDI regional coordinators, NDI field coordinators, other discipleship ministry regional coordinators; and directors and staff of the global NDI office. In addition, professors of Christian education at Nazarene colleges, universities, and seminaries may attend as delegates.
- b. In addition to the ex-officio delegates, each district should elect four additional delegates or a number equal to ten percent of the organized churches on the district, whichever is greater.
- c. The following guidelines should be followed in elections for the Global NDI Convention delegates:
  - 1) The Nominating Committee shall be comprised of the district superintendent, district NDI President, and at least three others appointed by the District NDI Board. They shall select three times the number of nominees to be elected.
  - 2) The District NDI Convention shall elect an equal number of delegates and alternates representing the various NDI ministries (including teachers/workers of youth). Those elected should be persons who are presently and actively involved in the respective area from which they are elected. The number of alternates elected should include alternates for ex-officio district officers. Persons should not be elected

who will serve as delegates to the Global Nazarene Missions International Convention or the Global Nazarene Youth International Convention because the three conventions run concurrently.

- 3) Delegates shall be elected by ballot (secure electronic balloting is acceptable when in-person balloting is not possible) in the District NDI Convention within 16 months of the meeting of the General Assembly or within 24 months in areas where travel visas or other unusual preparations are necessary.
- 4) As nearly as possible, elect an equal number of laity and clergy—50 percent laypersons and 50 percent assigned ministers, elders, deacons, or licensed ministers. When the total number is uneven, the extra representative should be a layperson.
- 5) District NDI leaders elected prior to and holding office at the time of the Global Convention shall be the ex-officio members of the convention.
- 6) A plurality vote shall be sufficient for election.
- 7) If any elected delegates cannot attend the Global NDI Convention, alternate delegates shall be designated in the order of votes received. If elected delegates and alternates are unable to attend, the district superintendent, district advisory board, and district NDI President together are authorized to fill such vacancies.
- 8) At the convening of the Global NDI Convention, each delegate shall reside on and be a member of a local Church of the Nazarene on the district he or she was elected to represent.
- 9) Districts who are able to financially support NMI, NYI, and NDI delegate attendance at the global conventions should aim at providing fair support for all attending delegates.

- 10) If the election of delegates for the Global NDI Convention does not take place at the District NDI Convention, delegates can be elected at the District Assembly or by another method approved by the NDI global director and regional office.

### **SECTION 3. Election of Global NDI Director**

The NDI Global Director is elected according to the General Board Policy Manual (section 5.6) which states:

- a. The JGS, in consultation with the Global NDI Council and BGS, have nominating authority to fill a vacancy in the position of Global NDI Director.
- b. The JGS and the Global NDI Council serve as the search committee to consider the nomination of candidates.
- c. The search committee submits a ballot with up to two names to the Local Church Committee of the General Board.
- d. The Local Church Committee of the General Board ratifies the ballot by two-thirds vote if the ballot consists of one individual or by majority vote if the ballot consists of more than one individual.
- e. The BGS elects the Global NDI Director from the ballot.

## **ARTICLE XI. GLOBAL NDI COUNCIL**

### **SECTION 1. Purpose**

The Global council exists to guide, facilitate, and promote the total mission of NDI by working with regional, field, district, and local NDI leaders in connecting global strategies for effective disciple making.

### **SECTION 2. Composition**

- a. The Global NDI Council shall meet at least annually, either in person or by electronic media, and consists of the regional NDI coordinator from each Global Missions region and the Global

NDI director, who chairs the meeting. The NDI General Board Representative should be invited to participate in selected meetings throughout the year.

- b. The regional NDI coordinators are to be appointed by the respective regional director in consultation with the Global NDI director.

**SECTION 3.** Duties of the regional NDI coordinators shall be:

- a. To represent and champion the purposes of NDI on their region.
- b. To provide vision and inspiration related to the implementation of strategies and resourcing consistent with the global and regional vision for the church.
- c. To research, create, develop, and coordinate training initiatives for intentional discipleship leadership development for regional, field, and district church advancement, connecting all the ministries of the church to the task of making Christlike disciples who reproduce Christlike disciples.
- d. To attend and submit a report at the annual Global NDI Council meeting.
- e. To bring the nominee(s) for NDI General Board representative, selected by their regional forum, to the Global NDI Council. The Council will present one name to the General Assembly for election as the NDI representative to the General Board (*Manual* 332.6).

**ARTICLE XII. NDI AMENDMENTS**

These bylaws may be amended by a majority vote of the General Board members present and voting.