

**OFFICIAL
HANDBOOK
FOR
DEPARTMENT OF WOMEN**



CHURCH OF GOD IN CHRIST, INC.

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**OFFICIAL
HANDBOOK
FOR
DEPARTMENT OF WOMEN**



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OFFICIAL WOMEN'S HANDBOOK

Revised Edition

Of

Organization and Procedures

First Edition

Compiled and Supplemented by

Frances Sipes Curtis and Selma Lockett

Edited by Cora A. Berry

First Revised Edition

Compiled and Supplemented by

Madge Cyars and Frances Sipes Curtis

Second Revised Edition-1989

by

Dr. Mattie McGlothen

General Supervisor, Department of Women

with the assistance of

Madge Cyars

Dr. St. Carrie Dinwiddie

Lucy Flagg Ntneh

Willie Mae Rivers

Third Revised Edition - 2002

By

Mother Willie Mae Rivers

General Supervisor, Department of Women

With the assistance of

Elizabeth Nash

Geraldine E. Miller

Edith L. McGrew

Barbara McCoo Lewis

Olive L. Brown

Stella Watson

Madge Cyars

Diane Bogan

Annie Moody

Bishop C. H. Mason - Founder

Bishop J. O. Patterson, Sr. - First Presiding Bishop

Bishop G. E. Patterson - Presiding Prelate

Reprinted January, 1994

Reprinted April, 1999

This latest revision

Approved by the General Board

September, 2002

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PREFACE

In the year 1911, four years after the Incorporation of the Church as a Pentecostal Holiness denomination, the Church Of God In Christ established a Department of Women designed to transact women's work. Upon the recommendation of Lillian Brooks Coffey, and the leading of God, Bishop Charles Harrison Mason appointed Lizzie Woods, "Mother" over the women's work to serve as Overseer of the Women's Department. Her task was a great responsibility, which required organizational skills and keen insight of the needs of the women's work and the general church. Mother Lizzie Woods, who later became Lizzie Woods Robinson, organized the Women's Department in a manner that would give support to the total church.

As we move forward in the 21st Century, we must continue to build women's ministries under the banner of the Church of God In Christ Department of Women. We feel compelled to constantly search for methods to update our practices for progressive ministry and acquire clear directives for leadership. Therefore, it becomes necessary to revise the Handbook of the Department of Women to clarify the purpose and role of women in ministry and the benefits of active auxiliaries and units in the church on every level.

With the revision of this handbook, we are careful not to destroy the foundation and work of our predecessors. Our aim is to build upon the foundation by maintaining documented information relating to

history, doctrine, and traditional teachings. It is important that we understand the role women played, the tools they used to build ministries yesterday, and the tools we need for today and the future.

As we seek the Holy Spirit for guidance, we will move forward. It is our prayer that this Revised Handbook will serve as the official guide for Women in Ministry in the Church Of God In Christ.

This Newly Revised Edition will replace and supersede all previous editions. It presents the organizational and leadership structure contained in all preceding editions with additional information.

HISTORY OF THE DEPARTMENT OF WOMEN

(CONDENSED)

During the infancy of the Church Of God In Christ in the early 1900's, the work among women had been started, but lacked organization. A search was made for a woman capable of directing a Women's Department. The name Lizzie Woods, who was a matron at the Baptist Academy, was continuously brought to Elder Mason's attention. After inquiring, he succeeded in forming an acquaintance with her. She was introduced to the Church of God in Christ through the preaching of Elder D. W. Delk. In May 1911, while General Overseer Mason was holding a meeting in the Academy, she received the baptism of the Holy Ghost.

Bishop Charles Mason, with the keen insight God had given him, saw that Lizzie Woods, who later became Lizzie Woods Robinson, was an organizer, able to inspire and direct. At the General Convocation in Memphis, Tennessee in 1911, she was appointed Overseer of the Women's Work by Bishop Mason to organize and create such work as would be beneficial to the church. Mother Robinson began by admonishing the women according to Jeremiah 9:17-20,

"Thus saith the Lord of hosts, Consider ye, and call for the mourning women, that they may come; and send for cunning women, that they may come; and let them make haste, and take up a wailing for us, that our eyes may run down with tears, and our eyelids gush out with waters. For a voice of wailing is heard out of Zion, How are we spoiled! We are greatly confounded, because we have forsaken the land, because our dwelling have cast us out. Yet hear the word of the Lord, O ye women, and let your ear receive the word of his mouth, and

teach your daughters wailing, and everyone her neighbor lamentation."

Observing a group of women praying and another group reading and studying the Bible, Mother Robinson began her organization by combining the two groups together, forming the Prayer and Bible Band. This band was designed to educate in scriptural knowledge, for the purpose of soul winning. Today this Band serves as a doctrinal study of the Bible.

This was the beginning of the organizational structure of the Department of Women as we know it.

GENERAL LEADERSHIP

GENERAL SUPERVISOR

The General Supervisor of Women is appointed by the Presiding Bishop. She is the chief administrator of the Department of Women. Her duties are tremendous and varied. The total operation of the Department is her responsibility. If she is to succeed, she must have impeccable character, maintain a consistent prayer life, and have compassion and love for all. With God's wisdom and the guidance of the Holy Spirit, she will be able to fulfill the task assigned to her.

She must be *a* participant in and supporter of the Presiding Bishop's program for the National Church. She must use her influence to encourage the women to do the same. It is appropriate that the Presiding Bishop may assign responsibilities to the General Supervisor and the Women's Department. When this is done, the General Supervisor should carry out those duties to the best of her ability.

With the consent of the Presiding Bishop and the General Leaders of our Church, the General Supervisor is empowered to:

1. Appoint all Presidents or Chairpersons of the National Boards of the Department of Women.
2. Issue all Certificates of Appointment for these appointees to National offices, and Certificates of Appointment for National staff members, as well.
3. Approve all Boards, Auxiliaries, Units, Committees, and Personnel that are a part of the Department of Women.
4. Issue all Licenses for women, through the Jurisdictional Supervisor, on a State or

Jurisdictional level.

All recommended appointees must have the endorsement of the local Pastor, Jurisdictional Bishop and Jurisdictional Supervisor.

A full financial accounting of all income and expenditures should be submitted to the Presiding Bishop and General Board.

The General Supervisor shall review the work of every State/Jurisdictional Supervisor and National Auxiliary and Unit leader. She is to keep them informed and give them directions as to the total women's work.

The General Supervisor must be knowledgeable of the total affairs of the Department of Women and of its business operations. She must see that her staff uses updated methods in order to keep the Department moving progressively. She is to encourage the women to help build and support the ministry on all levels (Local, District, Jurisdictional, and National). In addition to her administrative duties, she must be an encourager in spiritual matters, a counselor, a judge, an arbitrator, and advisor. Above all, she is to be an example to the flock and a "Mother" to all.

ASSISTANT GENERAL SUPERVISOR

The General Supervisor, subject to the approval of the Presiding Bishop, appoints the Assistant General Supervisor. The qualifications for the Assistant General Supervisor are the same as the General Supervisor.

The Assistant General Supervisor should also be knowledgeable of the total affairs of the Department of Women and its business operation. She must always be supportive of the plans of the General Supervisor and work in accordance with these plans.

She should strive to know the spirit and mind of the leader in order to be prepared to represent her in all circumstances. She should follow the leading of the General Supervisor and present only the program given to her.

She should be an encourager and a confidant to the General Supervisor as well as lifting her up to the Lord in prayer.

JURISDICTIONS SUPERVISOR

In each State/Jurisdiction, there is a Supervisor/State Mother who is the leader of the Department of Women. This Supervisor is the liaison between the Women's Department and the Jurisdictional Bishop and General Supervisor. She must be a strong supporter of the Bishop and his vision for the work. She must also be a strong supporter of the General Supervisor, for her direction for the Women's work will come from the General Supervisor. She must be a participant in and a supporter of the Bishop's programs for the Jurisdiction. She must use her influence to encourage the women to do the same. It is appropriate that the Bishop may assign responsibilities to the Supervisor and Women's Department. When this is done, the Supervisor should carry out those duties to the best of her ability.

The Jurisdictional Bishop recommends the Supervisor Designee to the General Supervisor. Upon his recommendation, the General Supervisor receives her for orientation, instruction, and testing by the National Board of Examiners. After completion of the orientation and testing, she will receive her official appointment from the General Supervisor.

The Jurisdictional Supervisor, under the direction of her Bishop, is then empowered to:

1. Appoint her official staff and personnel to assist her in carrying out the program for women's ministry as given to her by the Jurisdictional Bishop and General Supervisor.
2. Examine and appoint all women eligible for credentials in her jurisdiction and obtain license and certificates of appointment from the National Department of Women office.
3. Issue these license and/or certificates of appointment to women who have met all qualifications required on the district, Jurisdictional, or national level.
4. Advise of financial obligations in support of ministry of the Department of Women on the Jurisdictional and national level. She or her designee will report all finance from the auxiliaries, units, and credential women to the National Department of Women office.
5. A full financial accounting of all income and expenditures should be submitted to the Jurisdictional Bishop.

One of the prime objectives of a Jurisdictional Supervisor is to work in harmony and agreement with the Jurisdictional Bishop and organize the department of women in the jurisdiction. A strong, well organized, women's department is an asset to the local church, district, and jurisdiction. The Supervisor's program must be structured to help local pastors by offering training of women to implement programs in the local church that will help to build the Kingdom of God. Her work should also carry this same program into the districts. When the local and district work is strong, the National and International work will be strengthened. The Supervisors activity in the jurisdiction must be reviewed and approved by the Jurisdictional Bishop.

The Supervisor's greatest concern should be the up building of the Kingdom of God. She must visit the churches in the Jurisdiction. Her focus should be on instructing women to build ministries through prayer and evangelism. The total ministry should include credential holding as well as non-credential holding women. While the Jurisdictional Supervisor must cover the Jurisdictional women's work, she must not neglect her local church.

ASSISTANT JURISDICTIONAL SUPERVISOR

It has been left to the discretion of the State/ Jurisdictional Supervisor as to whether she will have an assistant. However, for farsightedness and perpetual growth, it might be wise for her to appoint an assistant. Her appointment must have the endorsement of the Jurisdictional Bishop and the approval of the General Supervisor.

If the Jurisdictional Supervisor is incapacitated and unable to make the decision, the Bishop may recommend a qualified missionary to the General Supervisor to serve as Assistant Supervisor. It is important to have someone well trained and knowledgeable of the women's work.

The qualifications for the Assistant Jurisdictional Supervisor are the same as those of the Jurisdictional Supervisor. She must always bear in mind that her job is to carry out the wishes of her Jurisdictional Supervisor and her Bishop. She is to receive her instructions concerning the women's work and her duties from the Supervisor and be subservient to her. She is to carry out instructions to the best of her ability as she receives them from the Supervisor. She must be respectful to all Jurisdictional leaders and assist in all aspects of the work as directed by the Supervisor.

An Assistant must bear in mind that, although she has served as Assistant Supervisor, at the removal, resignation, or demise of the Jurisdictional Supervisor, she may or may not be the choice of the Jurisdictional Bishop.

BOARDS

EXECUTIVE BOARD

The Executive Board is the highest board in the Department of Women. Members of this board are appointed by the General Supervisor. This board is comprised of women who are compassionate, congenial, and who strive to have the same spirit as the leader. They must also have a sincere desire to promote the vision of the leader. Members of this board should have administrative abilities in order to assist the General Supervisor in attending to the business of the Department of Women. This board shall assist in executing matters pertaining to women's ministry. It will serve as the General Supervisor's representative, where and when needed, to answer the call of the Presiding Bishop, the General Board, and other official leaders of our Church. Wherever they go, they represent the General Supervisor and follow her directives.

This board must strive to always maintain the trust and confidentiality that is needed to work with the leader. Those who serve on this board must have a sincere love for the work of the ministry.

ADVISORY BOARD

The Advisory Board is the second highest board in the Department of Women. Members of this board are selected and appointed by the General Supervisor. They are dedicated, loyal, and consecrated senior Mothers. These women know and are experienced in the women's work. As such, they are capable of giving wise counsel and advice regarding the work to the General Supervisor. They should also be able to give recommendations for improving and strengthening

each phase of the work. They are to work in harmony with all other boards. They must be strong supporters of the General Supervisor's vision and program.

GENERAL SUPERVISOR'S AREA REPRESENTATIVE BOARD

The Supervisor's Area Representative Board serves as an extension of the General Supervisor. It is composed of Supervisors who serve as Area representatives. They are assigned by the General Supervisor. Their main functions are to serve as her representatives as she requests. They may represent at funerals of Jurisdictional Supervisors and National Officials, installation of newly appointed Supervisors, and any other official business as directed by the General Supervisor.

CIRCLES

NATIONAL OFFICER'S WIVES

National Officer's Wives are women who walk closely beside the leaders of our Church. These special women are needed to give support to the women's ministry by assisting in helping to keep the leaders abreast of our department's function. They are the liaison for the Department of Women. When necessary, they give suggestions for the enhancement of the ministry of the department.

BISHOP'S WIVES CIRCLE

Bishop's Wives Circle is a group of women whose husbands are leaders of the ecclesiastical structure that mandates jurisdictions. They are first and foremost sensitive and supportive of their husbands in ministry. They should exemplify a life of holiness and be a role model for women in the Jurisdiction. The Bishop's Wives Circle should give support to one another through prayer and words of encouragement and work closely with the Jurisdictional Supervisor. This will enable them to help their husbands to clearly understand the women's work. This Circle will give support to the General Supervisor's program by helping to enhance women's ministry.

As structured by the General Supervisor, the Circle consists of: chairperson, encourager (presiding bishop's wife), counselor, program coordinator, and prayer leader.

SUPERINTENDENT'S WIVES

These are the wives of the men who work closely with the Jurisdictional Bishop in the program of the

Jurisdiction. They are first and foremost women who are supportive and sensitive to their husband's ministry.

Their lives should be that of a godly character so they can be effective role models for the pastor's wives and women in their District. Often they might be called upon for words of counsel and advice, so therefore must maintain a prayer life. They must be wise in using words of encouragement, and always be careful to place emphasis on the importance of the work.

They should be a strong advocate and supporter of the District Missionary and Supervisor in the work of the Department of Women in the Jurisdiction as they support the program of the General Supervisor.

PASTOR'S WIVES

Pastor's Wives are called "first ladies." Members look to her as an example. She should work close to the church mother. She must be a woman of understanding, patience, endurance, and forbearance with a heart full of love for her husband and the membership. A wise pastor's wife may serve as a counselor. She should have the ability to carefully observe matters and the make wise decisions, when asked to do so. She must be a woman whose apparel is smart, but not elaborate, as she is the example for the women of the congregation.

A spirit led pastor's wife with wisdom and strength will help to build an effective ministry in the local church.

ELDER'S AND MINISTER'S WIVES

Elder's and Minister's Wives are servants of the local church should be strong supporters of the ministry. They should be actively involved in the women's work. They

should also assist the District Missionary in her work as needed.

They should be examples for the laywomen in following the teaching of holiness, modesty of dress and always display a meek and humble spirit. They should be able to work closely with the pastor's wife. Observing the pastor's wife closely will help in preparing these women to become good pastor's wives, if it is the Lord's will. They should also take on the spirit of evangelism in the event that their husband's ministry leads to the evangelist field.

DEACON'S WIVES CIRCLE

The Deacon's Wives Circle consists of women who are legally married to a deacon or the widow of a deacon. Like their husbands, they should possess the baptism in the Holy Ghost and must exemplify strong support of church leadership. They are to be proven faithful in the home caring for the needs of their husbands and children and should be capable of being entrusted with responsible and noteworthy tasks. They may serve as friendly sisters to the single and married women of the church and be prayerful and concerned supporters to the sick, shut-in and bereaved families. This circle serves as a strong arm of support to the financial program of the church through creative, fund raising projects.

AUXILIARIES

PRAYER AND BIBLE BAND

The Prayer and Bible Band, being the first organized auxiliary, is noted as the foundation of the Department of Women. It has done more in keeping our Church together than any other auxiliary. Mother *Lizzie* Robinson began the organizational structure of the women's work with this band. Through the operation of this band, women were taught and encouraged to build their spiritual lives through the study of God's Word combined with prayer. Following the instructions given in the Word, they were able to lead others to Christ.

Through the ministry of the Prayer and Bible Band many churches were born. With good leadership and the use of updated methods, this band will be an asset to every local church. The ministry can be greatly enhanced through group studies of all ages, at the church, community centers, prisons, convalescent homes, etc. Such works will be accredited to the local church, and in most cases, the membership roll will increase.

Suggested emphasis: *Preface each study lesson with one hour of prayer.*

SEWING CIRCLE/ARTISTIC FINGERS

The Sewing Circle is one of the original auxiliaries of the Church Of God In Christ. Our first General Mother, the late Mother Lizzie Robinson of Omaha, Nebraska, established it.

Mother Robinson's vision of the Sewing Circle has a divine purpose in the church. It began in the local church and soon began a statewide work. Later, under

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the leadership of Mother Mattie McGlothen, it was extended to the national level, adding to it the Artistic Fingers. Today this band is referred to as Sewing Circle/Artistic Fingers and has served as a motivating factor to encourage young women and men to become professional seamstress, tailors, and some on to be entrepreneurs.

A well-organized and active circle is ideal for concentration, relaxation, and unification of women; it contributes to the help of women involved and has served as a great assistance to the local church and community.

WOMEN'S HOME AND FOREIGN MISSION BAND

The Women's Home and Foreign Mission Band is also one of the original bands organized by the late Mother *Lizzie* Robinson. It is an integral part of the Department of Women. Its accomplishments have been many, but we have barely touched the surface of the needs of our fellow sisters and brothers at home or abroad.

With the expansion of foreign work in the Church of God in Christ, we endeavor to enhance our mission involvement. Some of the duties and activities of the Home and Foreign Mission Band are as follows:

Assist with purchase of hospital supplies and other aids for the handicapped.

Assist with transportation for medical services.

Purchase and distribute religious literature.

Visits to convalescent home and extended care facilities.

Sponsor dinners for senior citizens and the disabled.

Care packages for those at home and abroad.

Other related tasks as needed.

Every local church, district, and jurisdiction is encouraged to organize a Home and Foreign Mission Band. The Jurisdictional President should be appointed by the Supervisor, who will give clear direction and support to the local and district bands. Other officers are appointed as deemed necessary.

There should be special training for mission workers who desire to work abroad. Classes to acquaint them with knowledge of the language, culture and customs of the countries that they are going to serve is essential for effective work.

The Department of Women has a passion for missions and supports the National Home and Foreign Mission Board.

PURITY CLASS

The Purity Class is comprised of boys and girls, ages 12-19. The youth are classified into groups according to age and interests. Members of this auxiliary are called Puritans. The mission of the Puritans is to provide a wholesome environment for youth development as well-rounded and balanced individuals who lives are dedicated to living a saved and sanctified lifestyle. The objectives are to build on the foundation of holiness that sets a standard for good, moral behavior that will enhance the development of youth leaders and future leaders in the church. The objectives include the teaching of the values of abstaining from pre-marital sexual behavior and the use of illicit drugs and other destructive behavior.

The title designated for the adult leader is defined as Purity Ladies rather than presidents. A male co-worker is a valuable asset in order to give well-balanced

training to the male and female youth.

For more detailed information on the Purity Class, please refer to the Annual Purity Topics prepared by our national Purity Leader.

SUNSHINE BAND

The Sunshine Band is an auxiliary of the Women's Department of the Church of God in Christ, Inc. This band was organized by the founder Bishop Charles Harrison Mason in 1911 for the purpose of ministering to and nurturing our children twelve (12) years and under. The primary focus of the Sunshine Band is to reach out to our children and offer an opportunity for them to receive salvation in their productive years. Through meaningful and wholesome activities such as music, Bible Study, drama, arts/crafts, field trips, and special worship services, retreat and workshops, our children can be instructed in the way that God wants them to go. We desire to build a partnership between the home, the school, and the church in order to provide a spiritual foundation for each child.

The Sunshine Band builds character, faith, leadership skills, pride, self-respect, and self-worth. The Sunshine Band teaches appropriate behavior, biblical principles, etiquette, and stewardship. The Sunshine Band promotes salvation, academic success, athletic development, dignity, excellence, growth, healthy relationships and talent. The Sunshine Band directs the ministry for children through worship services and activities.

The largest portion of Sunshine Band activities takes place on the local church level. Every local church is invited to have a Sunshine Band. Meeting

days and times vary but it is important that you meet weekly. The district levels provides opportunities for our children through workshops, programs, summer camps, Olympic days, Bible schools, concerts, rainbow festivals, sunshine festivals, quarterly meetings and/or field trips. The jurisdiction should offer regional talent presentations at the worker's meeting and/or convocation, mini-conferences, promotional services, awards and recognition services for children based on Biblical Awareness Scholarship, Church Services, and Leadership. The Sunshine Band headquarters is available to all presidents and workers. We are here to assist you in planning and developing your Sunshine Band units and activities and locating resources that may be hard to find in your area. We offer guidelines for programs, mini-conferences, workshops, and worship services. We set the curriculum and agenda for the Sunshine Band and make available instructional materials, music, and supplies.

Colors are Yellow and White. The official uniform is the National Sunshine Band shirt with navy blue bottoms. The scripture motto is Matthew 5:16 "Let your light so shine before men, that they may see your good works and glorify your father which is in heaven." The theme song is "LET IT SHINE."

UNITS

DISTRICT MISSIONARY

District Missionaries are recommended by the District Superintendent, appointed by the Jurisdictional Supervisor, and approved by the Jurisdictional Bishop. District Missionaries are the leaders of women on the district level. She is the extension of the Jurisdictional/State Supervisor, who will give close attention to women's ministry. She must be a participant in and a supporter of the District Superintendent's program for the District. She must use her influence to encourage the women to do the same. It is appropriate that the District Superintendent may assign responsibilities to the District Missionary and the Women's Department. When this is done, the District Missionary should carry out those duties to the best of her ability.

District Missionaries are the first (1st) persons in the Jurisdictional/State Supervisor's cabinet. They are to work close to the supervisor, being careful to follow the direction given to them in carrying out the program of the Women's Department.

District Missionaries should be organizers and peacemakers with a concern about the program of the total Church. She must have an evangelistic trust, which leads to the saving of lost souls.

The District Missionary must visit churches in her district at least twice per year to give support to the local work, and to observe and review all segments of the women's work, reporting the same to the Jurisdictional Supervisor. She must also be prepared to respond to the call of the pastor when help is needed in organizing and/or encouraging the women to be loyal and supportive to their pastor, superintendent, bishop, and supervisor. The District Missionary must not neglect her local church.

The responsibilities of the District Missionaries are to:

- a) Act in accordance and give directions as given to her by the Jurisdictional Supervisor and District Superintendent.
- b) Assist the local church in implementing the ministries through prayer, Bible studies, auxiliaries, units, etc.
- c) Encourage the women of their financial obligations and assist the District Superintendent in collecting state and national reports.
- d) A full financial accounting of all income and expenditures should be submitted to the District Superintendent.

ASPIRING MISSIONARY

The Aspiring Missionary is a women who is saved and filled with the Holy Ghost and feels a special call of God in her life for a higher ministry. She can be any adult age.

She should be a woman whose life reflects a godly image and who has been faithful to her family and her church. She must be godly concerned about soul winning, faithful in prayer, and apt to teach. She should have at least one (1) year of training, which consists of a study of the Old and New Testament, the Doctrine, and the Women's Handbook of the Church of God in Christ. These studies could be completed through Bible classes, Bible study courses, correspondence, or special classes set up by the Jurisdictional/ State Supervisor.

She should display a pattern of good works, being

obedient to her pastor and church mother. And adhering to the doctrine and teaching of the Church as it relates to proper dress code, which signifies Holiness.

It is also suggested that she have some field training by going with or helping a licensed missionary in revivals, jail ministries, or whatever field she feels a call to work.

After one year of study and observation, the pastor should submit a Recommendation Form to her State/Jurisdictional Supervisor; she will then be given a time and date to meet the Examination Board. Upon completion of the written and oral test, a Deaconess License will be issued, unless otherwise requested by the pastor.

DEACONESS MISSIONARY

A Deaconess Missionary is a licensed Missionary whose activities are to be within the confines of her local church. However, with the permission of her pastor, her ministry may be extended beyond the local church.

Her church mother or an evangelist missionary should accompany her. Her ministries may include hospital, home visitation, and assisting in prison ministry. She must study the Word of God, seek training through Institute classes, Bible Schools, etc. This will equip her for effective ministry.

After one year of dedicated service, she may be elevated to Evangelist Missionary with the recommendation of her pastor and church mother, only if she feels the call to evangelistic ministry. The role of a Deaconess Missionary is not to be confused with that of the Deaconess of the local church.

STATE/JURISDICTIONAL EVANGELIST

MISSIONARY

State/Jurisdictional Evangelist Missionary is a female, who is saved, sanctified and filled with the Holy Ghost. One who feels God has called her to expound the gospel of Jesus Christ with a quest and a passion for soul winning.

She must be loyal, dedicated, obedient, and a supportive member of her local church; having the recommendation of her pastor and church mother. She should also be loyal to her Jurisdictional Bishop and Supervisor. Giving support financially and spiritually during any Women Department and general Jurisdictional programs.

She must be available to do ministry in the local, district, and state, which could extend into outer state ministry (as endorsed by her leaders).

She must adhere to the teaching of Holiness and modest apparel. Her life must exemplify Holiness in every way.

Be informed that this license does not qualify you to be a National Evangelist.

NATIONAL WOMEN'S EVANGELIST BOARD

There are criteria that must be adhered to for any woman who feels the call to the National Evangelist Ministry:

- She must be saved, with the endowment of the Holy Ghost, anointed for the service of winning souls. She must be a loyal supporting member of her local church. She should have come through the ranks as an aspiring, deaconess, and evangelist missionary.
- She must be registered on the Jurisdictional Missionary Roster. She must have the endorsement

of her pastor, church mother, and the approval of her Jurisdictional Bishop and Supervisor before obtaining National Evangelist License.

The Church of God in Christ has a great need for perfecting Evangelism. All National Evangelist Women are to prepare themselves to teach others to be perfected in Evangelism in the Church of God in Christ.

- She should have conducted revivals in her State/Jurisdiction, with a good report of her activities. She must be informed of her dress code. The proper attire is an asset to one's ministry.
- She should be able to travel abroad conducting revivals; however, it is said that charity begins at home. She should not neglect her home church. She must be supportive spiritually and financially. She must also support the National Women's Work. It is required that she make her contributions through the National Women's Department Office during the Annual Holy Convocation or the Women's International Convention. The National Evangelist License is issued by the General Supervisor. The National Evangelist Department is authorized to issue a card as a means of certification of membership to all Women Evangelist. This card will represent their involvement with the department.

She will also be required to give financial support to the National Evangelist Department.

EXECUTIVE HOSPITALITY

The Executive Hospitality is a group of women selected to be directly responsible for the guests of the Bishop and Supervisor whenever the needs arises. The Executive

Hospitality workers are strong arms and must recognize their need to share the responsibility of their leaders. It is the duty of the Supervisor and Bishop to decide who will be served by the Executive Hospitality.

The organizational structure is the same for all levels of Hospitality work. The Hospitality Unit should consist of the following officers: President, Vice President, Secretary, Treasurer, and other officers as deemed necessary by the President for the perfecting and support of the unit.

THE HOSPITALITY UNIT

The Hospitality Unit was developed with the primary purpose of accommodating the growing needs of the National Women's Department in the Church of God in Christ. The function of this unit began in earnest in 1951 when the first National Women's Department Convention was organized. Today, the Hospitality Unit should consist of people dedicated to the Ministry of HELPS.

The Hospitality Unit is vitally important to the support of the church ministry. It is wise to select workers that not only have a love for the Ministry of Helps, but also possess the necessary skills to effectively accomplish the goals outlined in your local, state, or national church, i.e., marketing, public relations, fundraising, etc. The major functions of the Hospitality Unit are as follows:

Local: To provide hospitality support in anniversaries, special services, and programs as designated by the Pastor, (i.e., Founder's Day, Women's Day, Youth Day, and Appreciation Services, etc.).

District: To provide support for all functions as requested by the District Superintendent, District Missionary or the designee.

State/Jurisdiction: To be directly responsible for entertaining guests, coordinating meals when needed, and providing gifts or flowers as requested by the State/Jurisdictional Supervisor during State/Jurisdictional meetings.

Generally, Hospitality presidents are appointed by their State/Jurisdictional Supervisor and approved by their Bishop. It must be understood that the president along with their workers should be ready, willing and able to serve the needs as outlined by their leader.

However, it is imperative that all workers know and understand that they must meet the needs of the jurisdiction that they are selected to serve before becoming involved nationally.

BUSINESS AND PROFESSIONAL WOMEN'S FEDERATION

The Business and Professional Women's Federation (BFWF) is designed to perpetuate Church of God in Christ principles and standards among business and professional women. It also promotes the importance of non-comprising ethics and a saintly lifestyle in the business world through relevant bible study and prayer times. It should establish a network for the exchange of available business and professional opportunities and resources among Church of God in Christ women. Women in this unit serves as mentors and role models for young women, who aspire business and professional careers. Some of their objectives are:

1. To exemplify holiness as a way of life in the hope, church, career, and community.
2. To sponsor and/or coordinate seminars, workshops, symposiums, and forums for the purpose of sharing expertise and training with others.

3. To promote excellence, encourage educational pursuits and socio-economic advancement.
4. To provide financial support with creative fund raising projects which magnify the role and significance of business and professional women.
5. To promote the establishment of sponsorships and scholarship funds.
6. To further enhance support of leadership by performing any other assigned tasks.

YOUNG WOMEN'S CHRISTIAN COUNCIL

The Young Women's Christian Council is an organization of young women, 18-40 married or single, whose prime purpose is to dedicate themselves in an effort to give greater Christian service. It is during this peak period that the arms of the church should reach out to them because they need the church and the church needs them. This stage of life, with its many passions, successes, and oft-times depressions, necessitates a firm concentration on God. This is the training station to be auxiliary leaders, prayer warriors, good homemakers, and lovers of their own husbands, minister's wives, and mighty women of Zion.

There is no limit to the contributions of the Church's mission if this group is well organized. They should be an asset to the local church, the pastor, the district, the state and also the national work. The YWCC is an alert group of women, close observers who are on the lookout for opportunities to minister and to express themselves in constructive ways.

In addition to spiritual growth and development, there are other matters that are of vital concern to this age group. Finding a mate, home building, decorating, meal planning,

childcare and development, teenage problems, marital problems, divorce, in-laws and many others. This group will explore the Christian approach to these life situations as well as discuss the Christian mode of conduct, which must be practiced.

This organization promotes the idea that women should be actively involved in other area of the church. Carrying on the work in the Young Women's Christian Council need not prevent a young woman from working in the education departments of the church, such as Sunday School and YPWW, or other departments or auxiliaries.

The YWCC also practice fellowship, cooperation, unity and a feeling of being on the teach, which arises from talking, eating and socializing together. The YWCC must be organized and be prepared to minister to women in various phases of life, such as: single parent families, young widows, and divorced and single women.

The YWCC also help Holy Women understand the importance of saintly dress code. YWCC is designed to strengthen and promote church growth by ministering to the specific needs of young women, thus preparing them for future leadership.

Always feel free to invite the mature women such as Christian Women Council, into your meetings. You need their counsel; do not lose companionship with them. Ruth was never more beautiful than when she clung to the aged Naomi saying, "*Entreat me no to leave thee,*" nor more blessed than in fulfilling her vows, "*Where thou goest, I will go; they people shall be my people and their God my God.*"

CHRISTIAN WOMEN'S COUNCIL

The Christian Women's Council was organized in November 1994 by Mother Emma Crouch, International

Supervisor of the Women's Department of the Church of God in Christ, Inc. Mother Crouch looked out upon the field of the Women's Department and its auxiliaries and saw the need for change and expansion. She saw the opportunity for the organization and development of an auxiliary designed to meet the needs of women of all ages both spiritually and naturally; and to utilize the abilities of these women in a more effective way. Thus, came the birth of "The Christian Women's Council."

Many of these women are products of the Young Women's Christian Council. As well as other auxiliaries in the Women's Department, it is anticipated that these women will be an asset to the church on the local, district, jurisdiction, national and international level.

The continual growth of the Church of God in Christ mandates the need for spiritually sound women who are prepared to work in educating others in the principles and practices of holiness and saintly living, serving as mentors for younger women.

The "Christian Women's Council" is a forum which enables us to reach out to help others to understand what God requires of "Holy Women" in these turbulent and troubled times. This forum will help women to become more aware of the constant need to exemplify "Holy Living" in order to be effective and to inspire that which God desires of us.

It is our expectation and prayer that the organization of the "Christian Women's Council" will serve as a Beacon Light to younger women, enabling them to establish and maintain Godly standards in church behavior, community relationships, home building, child development, self-improvement, and thus become soul winners.

DEACONESS SISTERS UNIT

The Deaconess Board traditionally has been a service ministry. Its function primarily is for sacramental duties. It is composed of women who are devout, holy, and in good standing in their local churches. They may or may not be deacon's wives. It is the duty of the deaconess to make adequate preparation for all baptisms. They are to make sure that all supplies are clean and in good repair, see that all female candidates are attired in proper garments and in place for the baptismal service.

Their duties also include preparation of the elements of Communion. This includes preparation of the feast, care of the utensils, linens and table coverings. Pulpit and altar cloths are under the care of the Deaconess. Crosses, candlesticks and all altar appointments should be kept polished and free of fingerprints.

For foot-washing service, the deaconess sisters prepare the basins, sees that the water is at the proper temperature. It is also their duty to provide towels, if need be, and clean the area after the service.

The pastor and church mother appoints the chairperson. The chairperson may select other officials as deemed necessary. Only mature, sober, faithful women should be appointed to this board.

WE TWELVE

The "We Twelve" can best be described succinctly by three words: "Unity, Participation, and Outreach." The "We Twelve" serves as a ministry of helps on a local, district, jurisdictional and national level. It encourages, motivates and inspires its members to glorify God through proclaiming in words, demonstrating by sanctified living and sharing through ministries, the unconditional love of God for the welfare of the Church and for the up building of the Kingdom of God.

The "We Twelve" is comprised of women who are concerned about the needs of the women's department assisting them in their financial obligations. There is no age limit-all can come under its umbrella.

The organizational structure of the "We Twelve" shall be president, vice president, secretary, assistant secretary, and treasurer. Other officers may be added as deemed necessary by the chairperson. The chairperson must be resourceful and innovative planning services and activities for the group to enhance it spiritually and financially.

HULDA CLUB

The Hulda Club was born in the hearts of a group of women, with a concern for the personal well being of the State/Jurisdictional Supervisor. These women have neglected themselves many times in order to fulfill their obligations. This club is to the supervisor what the Pastor's Aide Committee is to the pastor. The Hulda Club functions only on the state, Jurisdictional, and national level.

Women, who are a part of the Hulda Club, must be compassionate, understanding and concerned about the work of the Lord, the Supervisor and willing to help with

her personal needs and emergencies that occur many times in her work of the ministry.

The leader and members of this club must be creative so that their efforts for fund raising will not negatively affect the Supervisor and her program. All other officers and members must be like-minded, as this is one club that the Supervisor should always be able to count on for help.

SPECIAL PROJECTS COMMITTEE

A committee whose combined efforts aid the General Supervisor with special projects.

This unit is open to any woman who has a desire to be active and support the general work.

PUBLIC RELATIONS

The Public Relations Committee is vital to the Department of Women. Its function is to establish, promote and maintain good will between the Department and the public. It must also secure publicity for the activities of the Department.

The Director of this Unit should ever be on the lookout for any policies that may negatively affect the Department or Convention and leave it open to criticism. Duties of the Public Relations Committee are:

1. Issue news releases to all media
2. Arrange any press conferences
3. Report Convention activities before, during and after the Convention

4. Secure photographers for all important events
5. Provide agendas, in cooperation with the Program Committee, of each day's activities for distribution to the delegates
6. Work in conjunction with the Transportation Committee and Security regarding parking facilities, tours, etc.
7. Provide information relative to restaurants and local points of interest to delegates
8. Make certain that ample security is provided
9. Publicize and promote the convention in a manner that will generate interest so that all delegates and the public as well will want to attend

Public Relations, with guidance from the leader, should see that proper stage settings, location, size, seating on the platform and in other designated areas of the auditorium are made.

Members are to operate on a policy-making level so that they may have a voice not only in securing publicity for the organization, but also in making the activity conform to the public.

PUBLICATION SCREENING COMMITTEE

The Women's Department consist of approximately 50 auxiliaries and units, and requires much publication for ministry building. It is vitally important that the publications that are dispensed to the saints throughout the world be adequately sound for teaching, training and directing the saints and for reaching lost souls. All auxiliaries and units publications must be submitted to this committee before printing or distribution. After the

Committee has screened the literature, their findings must be submitted to the General Supervisor. All publications must be screened on an annual basis if there are yearly changes.

Members of this committee should be sound minded, knowledgeable and endowed with wisdom.

OVERCOMER'S UNIT

The Overcomer's Unit consists of two levels:

1. The Overcomer's Unit
2. The Victory Squad

The Overcomer's Unit members are those who are to receive guidance and teaching on how to live their lives, as Christ would have them. The leaders of this group would serve as stations whereby help can be obtained and their needs be met both spiritually and naturally. With the influence of drugs and alcohol, physical and mental abuse, incest, teen pregnancy, the lack of proper moral and Christian standards in society, and the lack of good basic education and achievements, Overcomer's need to know that they can live for Christ in this present world without continually giving in to the vices of this world. Once a member has met the goals and objectives of the Overcomer's Unit, they will be eligible to become a member of the Victory Squad.

Victory Squad members will become involved with the second level of the unit. The leaders of individual congregations will need to use discretion in determining the age limits of this group, by assessing the needs of their individual members. The aim of the Victory Squad is to serve as a vehicle for individuals to achieve personal and spiritual well-being during the 21st Century and to live a victorious life in Christ Jesus.

Ultimately, the birth of the Overcomer's Unit with the Victory Squad as the second component of organization is designed to minister to the diverse need of today's precious youth and young adults. The ministry is to be on which teaches them to try again.

PRAYER WARRIORS

The Prayer Warriors Units are saints (women & men) who are dedicated to fasting and prayer with great compassion and love for the Church and a burden for souls. Prayer warriors under gird those in leadership positions, for the body of Christ and for mankind everywhere.

Prayer Warriors must have faith to believe that God answers prayer. He/she must be humble, peaceful, merciful and understanding. They also take charge of the devotional services and they preface National and Jurisdictional Meetings with prayer, fasting and consecration.

Their involvement in other activities should be limited so that they can give themselves to prayer and fasting.

NURSES UNIT

The Nurses Unit is a vital unit of the Department of Women. It is a complement to our ministry of the total man. This unit is staffed with competent persons, under the direction of a Registered Nurse (RN) or Licensed Practical Nurse (LPN) who is knowledgeable of medication and is authorized to administer medicine.

The service of the Nurses Unit will be provided at the local, district, state, and national meetings, including funerals. Each unit shall have at least one person on duty that can administer cardio-pulmonary resuscitation

(CPR) and all members should take a First Aid course to be prepared to offer basic first aid with an updated certification card. Your local Red Cross agency usually offers these courses without any cost.

This Unit should be organized at a local, district, Jurisdictional, and national levels with a president, assistant, secretary and treasurer; others may be added as deemed necessary by the unit.

All members should have the approval of the State Supervisor and local pastor. This unit as with all units in the Women's Department will strengthen and support the department in ministering to the Total Man.

CHURCH MOTHERS (LOCAL AND NATIONAL)

In the early days of our church, the role of the local church Mother was indeed one of great importance and a must for a growing church. The denomination gave the title Mother to the head of the Women's work. The Church Mother acted in the pastor's absence from the church; thus, all members respected the authority of the church mother. It was only proper for women to teach things that women should know. Today it is the uttermost importance for women to be taught by church mothers. The Church Mothers should be women who are spirit-filled, sound minded, full of wisdom, respected and appreciated in their homes, churches and communities; one who the pastor can trust to give guidance to the women ministry.

The major responsibility of the church mother is to help build women ministry through the utilization of auxiliaries, units, evangelism, and prayer ministry. Teaching them to be good homemakers loving their

husband and children. The church mother must have the ability to organize in order to develop a strong spirit-filled progressive women department, helping to build the ministry of the local church. The church mother's board can only operate effectively with the authority given by the pastor.

There should be a good pastor-church mother relationship. The pastor should be able to depend upon the church mother for her wisdom and support the total ministry of the local church. As the church progress in ministry, the position of the church mother extends to the women leadership on the district, jurisdiction and national level.

NATIONAL CHURCH MOTHERS BOARD

The National Church Mothers Board is designed to give updated information and encouragement to church mothers attending the national convention/convocation. Godly spirit-filled, knowledgeable women serving on the mother's board is a plus for women ministry in our churches.

USHER BOARD

The Usher Board is one of the major units of our women's work. An usher plays the role of a silent evangelist. She gives an attendee of the service the first impression of the service. No matter how well the choir sings, or how inspiring the message, if attendees have been insulted by an usher, it takes away their enthusiasm for the worship service.

The responsibility of the usher board is to meet the people at the door with a smile and reassure them that they are in the Lord's house; see that they are properly

seated; and if a program or bulletin is prepared, make sure that they have one. The beauty of the Lord's house is its order and much of this will depend upon an efficient usher board. This unit operates on a local, district, state level and should be on hand at all services, meetings, and conventions.

SACRED HEART FUND

The Sacred Heart Fund is a needed unit that is designed to minister and express love during the time of bereavements. This unit is to operate on all levels: Local, District, Jurisdiction and National.

During this time the unit will serve as a special representative of the leaders on all levels, by a phone call, a card, or flowers.

THE RESCUE SQUAD FEDERATION

The is a unit comprised of women who are filled with compassion, love and a desire to aid the disabled and handicapped individuals who have a desire to attend the many meetings held by our church.

This unit will assist with directing persons in wheel chairs, walkers, etc. to the designated areas as assigned by the meeting coordinator. They will work closely with the nurses unit and provide physical assistance where needed.

This unit, as with all units in the women's department, will strengthen and support the department through spiritual and financial contributions annually and at all appropriate times.

Every woman working in this group should have the approval of her jurisdictional supervisor and her local pastor.

AUXILIARY COLORS NATIONAL AUXILIARY BAND AND UNIT COLORS

Assistant Supervisors	maroon and ivory
Bishop's Wives Circle	white and purple orchid
Business and Professional Women	aqua and blue w/gold
Church Mother's Board	white and gold
Christian Women's Council (CWC)	black and red flower
Deacon's Wives	black and white
District Missionaries	navy blue w/pink corsages
District Superintendents Wives	periwinkle w/cream
	accessories & white orchid
Home & Foreign Mission	red & white
Hospitality	black w/yellow flower
Inspirational Team	white
Minister's Wives Circle	black
National Evangelists	white and gold
Nurse's Unit	white w/red jacket (Official days)
Overcomer's Unit	white/red & white corsage
Public Relations	navy blue and white
Pastor's Aide	purple and gold
Purity Class	powder blue and white
Prayer and Bible Band	black and white
Rescue Squad	red-white and blue
Secretaries	purple
Sewing Circle/Artistic Fingers	burgundy and white
Special Projects	white
Sunday School Field Representatives	white and aqua
Sunshine Band	yellow shirts
Usher Board	white w/black accessories
We Twelve	royal blue and white
YPWW Chairladies	pink and blue
Young Women's Christian Council	purple w/white orchid

CONVENTIONS- MEETINGS

WOMEN'S INTERNATIONAL CONVENTION

The Women's International Convention was organized in 1950, by the late Dr. Lillian Brooks Coffey. In 1951, the first convention was held in Los Angeles, California with the convention purpose being *World Evangelism - Better Homes - Better Communities - Better World*. Today, it continues to be our purpose in training and motivating women to engage in the ministry of building better homes-churches-communities and a better world.

The main objective of the Convention is to support missions, however its financial program reaches other areas such as contributing to the national budget for the operation of the General Church.

There are approximately 50 auxiliaries and units organized in the Women's Department, which are in sessions during the Women's International Convention. Through these sessions women are challenged to return to their jurisdictions, districts and local churches and participate in ministry building.

The Convention committee works together with the Convention President to do an effective job in Kingdom building. As the women move forward together, touching hearts and touching lives, they will make a difference in our homes-churches-communities and the world.

CONVENTION PLANNING AND STEERING COMMITTEE

This committee must consist of coordinators and committee members. The committee should have some experience in convention planning and arrangements. They are responsible for making all initial arrangements for conventions and women's meetings. Final arrangements are made after having the approval and endorsement of the president of the convention.

A local committee must be organized to assist the national committee in the final arrangement and operation of the convention; this would help everything to operate successfully.

This committee must remember that they represent the president of the convention and their directives must be given by the National Committee Coordinator, with the approval of the president of the convention

SECRETARIAL STAFF

The secretary is the recording officer of the convention and must keep accurate records of all activities. The secretarial staff is composed of:

- A financial secretary, who keeps an accurate account of all monies received.
- A corresponding secretary, who handles all correspondence.
- A recording secretary, who records the minutes

of the meetings and mails copies to all of the members.

Record keeping is an important part of the Women's Department so it is necessary to have a well-trained secretarial staff.

PROGRAM COMMITTEE

The Program Committee operates on all levels: national, jurisdictional, district and local. The Program Committee should be appointed by the leaders of each level for the purpose of formulating the program on behalf of the leaders. There should be a Chairperson, Secretary and Members who have the capability of planning programs suitable for different occasions. Other officers may be appointed as deemed necessary.

This committee must work together and closely with the President to determine the type of program desired in order to produce the best program possible. After putting the program together it should be given to the leader for approval. The committee should then proceed in formulating the program according to the directions of the leader.

Information concerning the program should be given to the Public Relations for publicity. It is always wise to plan ahead. Last minute plans many times end in failure.

WOMEN'S CONVENTION WORKSHOP

The Women's Department Workshop is held annually during the Women's International Convention. It is designed to educate the young women of the total women's ministry and give a refresher course to the older women. Updated methods are shared so that the ministries will be of greater effect in our local, district, jurisdictional and national church, as well as to keep women aware of issues that may affect our society and the world at large. Our goal is to encourage women to participate in helping to make our home, church, community and our world a better place in which to live.

CONVENTION TASK FORCE

This group consists of approximately ten women who are responsible for organizing and directing BANNER MARCH participants. They operate during the Women's International Convention.

The Banner March order is: The Official Department of Women National Banner followed by Bishop's Wives Circle; Executive Board, Advisory Board, Jurisdictional Supervisors, Auxiliaries and Units, ending with Nurse's Unit and Usher Board.

Upon determination of the most effective and orderly path throughout the auditorium by which participants should march, Task Force members are stationed along the selected path to assist participants in maintaining a smooth flow of the march.

COMMITTEE OF 100+1

This is a special committee sponsored by Public Relations, to serve the Convention in a "helpful way," such as, contribute to special activities, awards, audio visuals, the Woman of the Year and Women's Department presentations.

The membership goal is 100 conscientious, dedicated, hardworking women.

GREETERS

Greeters are the official welcomers to the Women's Convention. Their function is to make people feel comfortable. They are to be present at all points of arrival of convention delegates-to give directions and to steer them to transportation to the various hotels. They should be identifiable by their uniforms and name tags.

Greeters must be pleasant, hospitable, patient, and helpful. Greeters must be trained in order to serve effectively.

SPECIAL DETAIL COMMITTEE

The Special Detail Committee functions during the Women's Convention.

It's duties are to help maintain order and assist with housing, transportation, and any duties that may be assigned to them.

EDUCATION COMMITTEE

The Department of Women has always been con-

cerned about helping to promote higher learning, thus the Church of God in Christ Women sacrifice their finance to support the education program.

Today, time has made a difference and it is a must that we qualify ourselves and encourage the generations to come by helping to aid them as much as possible. There is a need for an Education Committee to be organized on all levels: local, district, jurisdiction and national. In the ministry there is a great need for Christian writers, Education Directors, qualified ministers and missionaries, Bookkeepers, Lawyers, Nurses, etc.

BOARD OF EXAMINERS

The Board of Examiners is a board of fifteen dedicated and consecrated women who are educated in the doctrine, rules and regulations of the Church of God in Christ.

Their job is to test or give examination to women who have been called to the Missionary work and are applying for license.

Not only should the Examiners be Holy and have full knowledge of the doctrine of women's work, but be able to properly interpret scriptures as well as practical experience, but should set the climate for training and learning for the new applicants.

Several credit hours of study involving doctrine and scripture given by the Board of Examiners is one of the basic requirements of passing the Board.

The chairman with a secretary and one or two of the Committee may at any time examine Missionaries. During the absence of the chairman and secretary, any three or four members of the Committee may be

delegated to examine Missionaries.

EMERGENCY RELIEF FUND

The Emergency Relief Fund of the Women's Department shall be for the purpose of giving special consideration to disabled supervisors and national workers.

Provisions to meet this obligation are made annually by the support and contribution of each jurisdictional supervisor and national worker.

Every woman throughout the work should show concern for the support of this Fund.

JURISDICTION AND LOCAL CHURCH MINISTRIES

STATE/JURISDICTIONAL WOMEN'S CONVENTION

Traditionally the State/Jurisdictional Supervisor has been given the opportunity to have an Annual Women's Convention. This convention involves the local and district women giving them a strong bond in ministry, and educating them in women's ministry.

In most cases the Supervisor duplicates the Women's International Theme. This gives the women who did not attend the Women's International Convention the opportunity to receive the instructions and topics that will inspire, educate, and motivate them on all levels to become better Kingdom builders.

This convention should be a time of teaching, training, and fellowship. It is a time to financially bless the State/Jurisdictional Supervisor, and also help build a Jurisdictional Women's Department Treasure, which will help meet obligations on a jurisdictional and national level.

During the convention a progress report of the district and state auxiliary workers will let the supervisor know the strength of the Jurisdictional Women's Department.

STATE/JURISDICTIONAL & DISTRICT UNITY MEETINGS

These monthly meetings are designed to help the saints :o become strong, trained workers on all levels. They promote understanding and fellowship among the believers leading to more effective ministry. The state/jurisdiction-al leaders set the date for these

meetings.

The State/Jurisdictional Meetings are to bless the Jurisdictional Bishop and Jurisdictional Supervisor and the Annual District Meetings are to bless the District Superintendent and District Missionary

WOMEN'S CHORUS

The Women's Chorus consists of women who are blessed with the gift of singing and are willing to render service through music. Women who sing, beginning at the local level, will most likely be moved to participate on the district, jurisdiction and national level. In some jurisdictions the pastors, elders and ministers wives make up the chorus; but women singers at large are asked to join the Women Chorus.

All songs and hymns should be selected that will give praise and adoration to God. Therefore, singing must be planned with forethought and reasoning to be effective. Members of the Women's Chorus should be dedicated, consecrated, dependable and available singers.

ANNUAL WOMEN'S DAY

Traditionally Women's Day has been noted as a time when women are in charge of the total service on all levels: Local Church, District Meeting, Worker's Meeting and during the Holy Convocation.

This is a time for the women at large to exercise their gifts, both credential holders and laywomen. During this time women are motivated to do even greater works in Kingdom building and a great time for fund

raising to support the ministry.

Women's Day should be carefully planned and if the chairperson, program committee and public relations work together, it will produce a successful service glorifying God.

GENERAL INFORMATION

LAYWOMEN

Laywomen are not credential holders, but in most cases they are some of our great auxiliary and unit leaders in the local churches. They are supporters of the total ministry, working in harmony with the pastor's vision and the church mother/chairperson. With the proper training these women may become our future leaders.

Therefore, it is needful for these women to be trained to support and observe the total women's ministry, the local, the district, state and national work as directed by the church mother/chairperson, district missionary and supervisor.

EDITORS

Editors of the Women's Department are responsible for the literature to be used for instructions in the Prayer and Bible Band, Purity Class, Sunshine Band and Young Women's Christian Council.

The editor should be able to select material relevant to the group for which the literature is to be used as well as the age we live in.

She may be assisted by a staff of writers who have had some formal training in journalism, story writing, Christian education, and English background, or just a flair for writing. The more training and experience a writer has the better material can be produced. There are many inspired writers with little or no training who do an excellent job.

All literature written for the Women's Department is

requested to be submitted periodically for review by the National Supervisor

THE DRESS CODE For the Women of The CHURCH OF GOD IN CHRIST, INC.

The Bible in I Timothy 2:9 admonishes Holy Women to dress in modest apparel. Acts 1:8 tell us that we shall **be** witnesses.

As women of God in ministry, we have a responsibility to reflect the image and identity of that ministry. We can do this not only in our daily activities but in our dress as well. How we dress speaks clearly about our character.

The General Supervisor of Women desires all women to dress "as becometh holiness." In particular the desires all Credential Holding Women to "walk by the same rule and mind the same things." We have rules of dress for the women in the Church of God in Christ Official Manual and in the Handbook for the Department of Women. This "Dress Code" was offered by the Presiding Bishop and the General Board with the cooperation of the Department of Women. The resolution was made and passed in the General Assembly in April, 1972.

Today, in spite of our changing world let us, as holy Women not allow the world to pull us into its mold. Let us in every possible way lift the standard of Holiness to its highest height. Let us hold on to the reaching of our predecessors and dress as becometh saints.

Holy Women are asked to please be moderate with

your make-up and nail polish. The Bible teaches us to be temperate in all things.

I. THE NATIONAL SUPERVISOR A. CIVIC

1. The full dress habit for the women of the Church (licensed) will be the black habit, henceforth known as "THE SAINT." The dress is made with the semi-Jesuit breast style; full skirt, with twelve pleats; black belt made of the same material as that of the dress; a white collar with the pontiff look in the front and the point in the back of the dress; the black bonnet type hats with the white front-border; black shoes and black pocketbook are a must with the above described uniform. Black or white gloves are optional.
2. This uniform is worn during civic affairs, hospital visitations, prison ministries, local church ministries, during the National convocations and conventions, and at any other time deemed expedient by the National Supervisor or Presiding Bishop.
3. Jewelry must never be worn with the habits. However, a watch, wedding rings and a plain silver clergy cross may be worn with the black habit (the silver clergy cross suspended by black cord). When the white habit is worn, crosses are out of order. No other jewelry, including small earrings, necklace or bracelets, should be worn with the habit. Shoes must be heel and toe-in medium heel type, without decoration.

SPECIAL ATTENTION:

The National Supervisor of the Church of God in Christ will wear a gold cross suspended by a black cord.

. CEREMONIAL

1. The above described habit in purple with the purple hat and white border, white collar, while the shoes and bag should be black in color. The gloves should be white. The purple should be roman-purple in color (matching the purple of the Presiding Bishop's garments). The purple habit shall be worn by the National Supervisor during her official day in the Convocation, during the National Holy Communion, at special services where she presides such as: The dedication of new deaconesses, the installation of state supervisors, the licensing of missionaries and any other special services where the Presiding Bishop will be wearing the purple cassock and the National Supervisor will be representing the women of the Church of God in Christ. This purple habit is to be worn by the National Supervisor exclusively. The same principle prevail s with regard to jewelry with all of the habits.. it is not to be worn at all. The purple habit may also be worn by the National Supervisor at formal civic affairs where her office is to be pronounced.
2. The white attire is made on the same order as that of the black and the purple habits. The only requirements, which apply to the white, are all

accessories are to be white, without exception. The white attire may be worn by the National Supervisor any time she deems necessary. However, in the event the National Supervisor visits a jurisdiction or a special occasion where she is the principal speaker, all missionaries should wear the black habit and leave the white or purple to the discretion of the National Supervisor. To place it more simply, all missionaries, state supervisors, etc. should not wear white when the National Supervisor wears it, unless directed to do so, by her.

II. THE STATE SUPERVISOR

A. CIVIC

1. The civic habit for the Supervisors shall be that of the black in color. See Article I, Section A, Sub-sections 1, 2, and 3. This habit should be worn on official day of the state convocations and at any other service so directed by the Jurisdictional Bishop. This habit is also in good taste for distance travel, for it commands respect for your office and is a silent witness to those who behold your manner and chaste conversation. This habit is also the official attire for all missionaries of the Church of God in Christ as per the resolution made and passed *in* the General Assembly in April 1972. It must be worn on the first three days of fasting and consecration in the Holy Convocation of the church and the Official and Women's Day of the Convocation. This habit is also in good taste throughout the entire convocation.

B. CEREMONIAL

1. The full white habit is the ceremonial attire for the women of the Church. This habit should be worn for Holy Communion and for special ceremonies of the Church, but should not be worn in the presence of the National Supervisor unless so directed by her. **SPECIAL NOTE:** The regulation for all habits shall not be higher than six inches below the knee.

III. THE MISSIONARIES

1. The attire for the Missionaries of the Church shall be the same as that of the State Supervisors, with one exception: The white attire should not be worn in the presence of the State Supervisor or General Mother unless directed by them to do so.

IV. THE LAYWOMAN

1. It is hoped that this dress code will encourage the laywomen to return to the old-fashioned standard of dressing as becometh holiness. Often there are those among us who feel uncomfortable because they are not blessed to have as others. We feel that this code amplifies the expression of the writer, St. Luke, who said in the Book of Acts, "and they had all things common." It is hoped that all of our women will refrain from wearing of unnecessary, gaudy attire but will join with our leading women in reminding the world that there is a "difference."

"We close by admonishing our young women and girls to let your manner and your clothing reflect the Jesus that you sing and testify about. The world is looking for an example, a model, why not be that one. Most of all, make certain that your hearts are right with the Lord, for it is the "hidden man of the heart." I Peter 3:3

Holy women are asked to refrain from make-up, such as eye shadow, lipstick, colored fingernail polish, etc.

Holy women should be careful of accepting the latest fashions, because some of them do not represent modesty in dress.

Pants are not included in the dress code for Holy women.

DRESS CODE CHART

OCCASION	BLACK HABIT	WHITE HABIT
LOCAL CHURCH MINISTRIES	X	
REVIVALS	X	
NURSING HOME MINISTRIES	X	
HOSPITAL MINISTRIES	X	
JAIL & PRISON MINISTRIES	X	
FUNERAL SERVICES OF DISTRICT OFFICIALS	X	
INSTALLATION OF DISTRICT OFFICIALS	X	
CHURCH DEDICATIONS	X	
STATE CONVOCATION MANDATED BY JURISDICTIONAL SUPERVISOR	X	
HOLY COMMUNION DURING NATIONAL & JURISDICTION CONVOCATIONS		X
ANY SERVICES AS DIRECTED BY JURISDICTIONAL BISHOP		X
CONSECRATION OF A BISHOP		X
INSTALLATION OF A SUPERVISOR ONLY SUPERVISOR-DESIGNATE, HER TWO ESCORTS AND VISITING JURISDICTIONAL SUPERVISORS. All others wear black		X
FUNERAL OF A JURISDICTIONAL BISHOP		X
FUNERAL OF A JURISDICTIONAL SUPERVISOR		X
ANY SERVICE WHERE THE JURISDICTIONAL BISHOP IS WEARING FULL VESTMENTS		X
SPECIAL SERVICES WHERE THE JURISDICTIONAL SUPERVISOR IS PRESIDING, IF SHE SO DIRECTS		X

There are two Official Habits for Credential Holding Women.

They are both the same style—one black, one white.

Note: Deaconess Missionaries may wear the Habit only as directed by their Supervisor.

THE BLACK HABIT

The Black Habit is worn during Civic affairs.

Civic affairs may be defined as:

- Local church ministries
- Revivals
- Nursing home ministries
- Hospital ministries
- Jail and Prison ministries
- Funeral services of District Officials
- Installation of District Officials
- Church Dedications
- During State Convocations as mandated by the Jurisdictional Supervisor

This Habit is good for travel.

No jewelry is worn with Habits except a watch and wedding rings. A plain silver clergy cross suspended on a black cord may be worn with the Black Habit.

The Black Habit should be worn with a white collar and the black cap with white band. Shoes should be black with medium heel, heel and toe in, with no decoration.

THE WHITE HABIT

The White Habit is worn for Ceremonial affairs.

Ceremonial affairs may be defined as:

- Holy Communion during National and Jurisdictional Convocations
- Any service as directed by the Jurisdictional Bishop
- Consecration of a Bishop
- Installation of a Supervisor
- Funeral of Jurisdictional Bishop
- Funeral of Jurisdictional Supervisor
- Special services where the Jurisdictional Supervisor is presiding, such as licensing of missionaries
- Any service where the Jurisdictional Bishop is wearing full vestments

When wearing the White Habit, the silver cross is not worn. No collar is worn with the White Habit. The hose and shoes should be white and of the same style as those worn with the Black Habit.

SPECIAL NOTE REGARDING THE WHITE HABIT

The General Supervisor may wear the White Habit whenever she deems necessary. When the General Supervisor visits a jurisdiction or when there is a special service where she is the principal speaker, all supervisors and all missionaries should wear the Black Habit. Simply stated, no supervisor or missionary should wear the White Habit in the presence of the General Supervisor unless directed by her to do so.

These Habits are for the exclusive use of the Credential Holding Women only. They shall not be worn by church mothers, deaconess, or aspiring missionaries.

Regulation length for Habits should be at least six (6) inches below the knee.

It is the wish of our General Supervisor that we admonish and teach the younger women to dress "as becometh holiness." Respectful and honorable apparel reflects the godly woman's life. Orderliness, not ostentation should be our ornament. We must wear our ornaments on the outside, the ornament of a gentle, quiet spirit.

MISSIONARY PLEDGE

I believe in the doctrine of this, the Church of God in Christ, as it is interpreted by our founder, Bishop C. H. Mason, and perpetuated by the ministers of said church to be the Doctrine of the Bible. As a missionary, I pledge my loyalty to this church and its doctrine, pledging to teach it faithfully and no other as long as I hold its licenses. I further pledge my loyalty to the leadership of this church, always holding them in honor and esteem. I also pledge my obedience and service to the best of my ability, according to the dictation of the Scriptures

SOURCE

The Handbook of the

Women's Department of the Church of God in Christ

