

EXPLANATION OF TERMS

- SBC—Smithville Brethren Church
- CE—Christian Education
- VBS—Vacation Bible School
- Task-oriented*—Energized by doing *things*
- People-oriented*—Energized by interacting with people
- Structured*—Prefer to plan and bring *order* to their lives
- Unstructured*—Prefer to have lots of options and *flexibility*
- Spiritual Gifts*—Special abilities given by God to every believer for the purpose of glorifying God and serving others (I Corinthians 12, Ephesians 4: 1—16, I Peter 4: 10). These are suggested spiritual gifts that may be helpful in determining a place of service.
- Designated-responsible adult—The individual who ensures that the facilities are used in a manner consistent with the Building Usage Policy.
- CONGREGATION— *It is understood that the Congregation is at the top of the organizational chart. It was omitted in this document for space consideration*
- SNAP—Supplemental Nutrition Assistance Program (Commonly referred to as Food Stamps)
- GOOD SAMARITAN FUND—Money set aside by the congregation to assist people in need.
- Inquirers Class—A class, conducted by the Pastoral Staff, to provide information about the beliefs, practices, and history of Smithville Brethren Church.
- TERM OF SERVICE—Unless specified in the By-Laws, terms of service are only suggested for reference
- DEACON—In this document, the term Deacon refers to both Deacon and Deaconess.
- A/V TECHNICIAN—Audio/Visual Technician

*These definitions are taken from *Network Participant's Guide* (Zondervan Publishing House—Copyright 1994) by Bruce Bugbee, Don Cousins, and Bill Hybels

Note: Masculine form listed should be understood as gender inclusive

Note: This Policy and Procedure Manual was approved by a majority vote of the congregation at a regular business meeting held on XX/XX/XXXX. It may be amended by a majority vote at any meeting of the Official Board.