

Your church

can be part of the action

with other churches

in encouraging us

to reach out

around the world

***by being part of
Missions Fest***



What do we mean by a “Sponsoring Church” of Missions Fest?

1. Identifying with the purposes of “Missions Fest” and wanting to be part of it.
2. Putting “Missions Fest” on the church calendar
 - enabling people in the church to attend
 - avoiding as much as possible conflicts with other church activities
3. Appointing one or two representatives who participate directly in planning.
 - they will be invited to choose an area of interest to plan
 - they will also serve as church’s liaison
 - they will invite people to volunteer to help run “Missions Fest”
4. Publicizing “Missions Fest”
 - distributing materials to each household
 - encouraging pulpit announcements and/or powerpoint presentations
5. Making an annual donation
 - based on general attendance, we suggest \$2.00 per person
 - we recommend between March and June if possible

What does Missions Fest do for the Sponsoring Church?

1. Helps your people develop a passion for the spiritually lost
2. Develops in your people an understanding of the needs of others, and how they can make a difference
3. Gives you access to information
 - early access to the Program Magazine and other printed materials
 - unlimited information on world missions and opportunities to serve, during the conference and throughout the year
4. Gives you discounts to some ticketed events such as Youth Rallies and Luncheons
5. Publicizes your own church in “Missions Fest” materials
6. Provides opportunities for the local church to have input into planning a major missions event locally.

MISSIONS FEST POLICIES

Definition of Missions:

The bringing of people into the Kingdom of God, nurturing them, and discipling them in Christian maturity.

Goals:

To inform and challenge the Christians to their responsibility and involvement in world evangelization and missions.

Missions Fest includes a broad spectrum of Christian denominations and organizations. Care will be taken to ensure that one organization, denomination or movement is given excessive exposure. The emphasis will be to serve the church of Christ in glorifying and honouring our Lord.

THE MISSIONS FEST MANAGEMENT TEAM:

This team consists of Official Representatives appointed by each Sponsoring Church. A maximum of two can be appointed. A representative can become a member of the Missions Fest Society and vote on matters of policy. He/she is expected to attend at least 3 out of 5 planning meetings and select an area of responsibility in which to plan. If a member does not attend planning meetings for one year, his/her membership will be withdrawn. This person is also expected to inform his/her church about current plans and assist with publicity and recruiting volunteers for facilitating the conference.

A “Sponsoring Church” is one which agrees with the goals, the policies, the financial involvement and the doctrinal statement of Missions Fest. It agrees to post “Missions Fest” weekend on the church calendar and encourage the congregation to attend.

The Board of Directors. The Management Team will elect from among its membership, Directors consisting of: Chairman, Vice-Chairman, Treasurer, Secretary and Members-at-large. Not more than one Director per congregation is allowed to fill this role. The Board will be responsible to the Management Team for their decisions and actions. Board members are chosen from among representatives who have served at least one year.

The term of office for each Board member is two years. After a member has served for six consecutive years, he/she shall not be considered eligible for re-election for a period of one year and may be considered after the year is over. In order to provide continuity, one-half of the board members will be elected each year for a two year term.

The nominating committee for nominating Board members, consists of two current Board members who are not eligible for re-election in the current year, and, three members of the Society who are not Board members. A new non-board member is elected each year to the nominating committee as one steps down after a three year term.

Representatives from outside Christian organizations may sit in on planning meetings as resource people but are not given a vote.

Frequency of Meetings. This team will meet monthly to plan and implement the program each year, especially during the months closest to the conference. Normally, evening meetings or weekends are necessary so that those working during the day can attend.

EXHIBITORS AT MISSIONS FEST

Missions Fest will make every effort to include a balanced and broad perspective of evangelical mission organizations. They are required to:

1. be in agreement with the Missions Fest doctrinal statement;
2. show financial accountability and be willing to provide documentation upon request;
3. provide a history of consistent Christian testimony;
4. have an evangelical/mission emphasis.

A potential exhibitor must first provide its published Statement of Faith and Statements of Purpose & Activities for approval before being provided an application for participating at Missions Fest.

A limited number of “commercial displays” may be accepted providing they are seen as an active resource to missions.

Both non-profit & commercial organizations may sell publications which they either author and/or publish through the appointed bookseller.

If organizations wish to sell materials felt to be a necessary part of the functioning aspect of the organization but are not authored and/or published by them, they must list them for approval by the Board no later than one month before the conference. Missions Fest reserves the right to accept or refuse any organization.

Display Area. Missions Fest will endeavor to provide adequate and suitable display space for each organization’s request. Each organization will be treated on an equal basis. In situations where an organization requests additional space, the Planning Team reserves the right to grant this request providing there is space available.

Missions Fest will provide for each display space one chair. If request is made for a table, electrical outlets or additional chairs, Missions Fest will provide these for a fee. Missions Fest cannot provide electrical fixtures such as extension cords, etc.

Each organization requesting display space will be required to pay a fee as established by the Missions Fest Management Team and/or the Board of Directors.

PLENARY SPEAKERS:

Plenary speakers should be people who have a definite interest and/or involvement in missions. He/she ought to be a strong communicator.

The choice of plenary speakers for each year should include if possible a Bible teacher providing the basis for mission, a woman, a person who can communicate to youth, a non-Western person, a missionary (or combination) in order to maintain a balance of interests.

Each plenary speaker should try to present a broad vision of world missions and not use the time to emphasize the organization he/she represents. Because Missions Fest welcomes such a variety of organizations and denominations, speakers are requested to avoid making comments or inferences that could be considered derogatory to another mission organization or denomination. The speaker should try to depict an accurate picture of the “missions field” and seek to glorify and honour the Lord.

Since a public challenge is often presented by the plenary speaker, speakers should confer with the leadership of Missions Fest as to procedure and follow-up plans already made.

Missions Fest will reimburse plenary speakers for costs incurred such as travel, lodging, meals and an honorarium. Plenary speakers are asked to concur with Missions Fest first in regard to travel plans in order to keep costs at a minimum. Missions Fest does not reimburse air travel above economy status. Missions Fest makes the final decision on travel ticketing.

SEMINARS & PRESENTATIONS

Missions Fest provides opportunities for organizations and individuals to present relevant missions topics in workshops and seminars. Each year a theme is chosen for the conference. Presenters are requested to give consideration to the current theme when submitting their seminar topic. The Seminar Committee will give consideration to each submission and make selections on the basis of past performance, topic, and the number of submissions on each subject.

This privilege is not to be taken as an opportunity to publicize one's organization. The seminar should be informative/equipping in content. No solicitation for finances is permitted in the presentation or media used. If the presenter is asked specifically his/her organization, the questions are to be answered after the seminar or at the exhibit where the presenter may be found.

Presenters must provide a meaningful description of their session to the Missions Fest Seminar Committee for early publicity i.e. five months prior to the conference. An outline of the session should be available within four weeks of the acceptance of the topic.

Missions Fest reserves the right to decide which seminars they wish to have presented.

As Missions Fest has only limited access to audio-visual equipment, each presenter is requested to provide his/her own.

Seminar presenters are invited to participate at their own expense. We regret that no honorarium is available for this participation.

FINANCIAL POLICIES:

The Board of Directors appoints a Treasurer among its Board Members who oversees all financial transactions and the keeping of records. He/she makes regular reviews and keeps the Board and Management Team informed of all trends and records.

The Treasurer gives notice to the Board of Directors for the need to form a Budget Committee. It prepares an annual budget for approval early in the fiscal year.

Each supporting church congregation will be invited to make donations to Missions Fest in order to make preparations for the coming festival. The guideline is \$2.00 per person attending the church.

Each organization requesting display space will be asked to pay a rate for space, table, chairs and/or electricity. A discount applies if spaces are registered before deadline. Rate changes will be posted each year. Deadline dates for each rate will also be posted and be observed according to date delivered to office and/or postmark on envelope. Only upon receipt of full payment is a registration considered complete.

Because Missions Fest is designed for the entire family, and because we do not wish anyone to be prevented from coming, no general registration fee will be charged. The main financial support is received through the free-will offerings taken at each plenary session. Income tax receipts will be issued for gifts where a name and address are provided. Certain inside activities will require advance payment of admission such as luncheons and youth rallies.

Benefits of Being a Missions Fest Sponsoring Church

Missions Fest is churches working together.

By Pooling our Resources....

- We are able to invite **several world-renowned speakers** annually who would otherwise be out of reach for most sponsoring churches.
- We are able to **attract experienced mission personnel** to present over one hundred relevant seminars for free. This would be prohibitively expensive for individual churches.
- We are able to provide high quality age-specific programs for children, youth and adults - **for the whole family.**
- We are able to attract **hundreds of mission agencies** to come and offer world-wide opportunities and expertise to our own local people.
- We are able to use and acquire **first-class facilities** for a variety of uses such as seminars, rallies, and exhibits, which attract participants from beyond our local area.
- We are able to offer **discounts on accommodations** in first-class hotels in close proximity to the conference centre.
- We are able to provide sponsoring churches with **discounts on ticketed events.**
- General **admission** to the conference is **FREE!**

By Working Together...

- We provide opportunities for individual church members to **hear God's call** and we encourage them to confirm this with their own pastor.
- We provide opportunities for your members to **explore and use one's giftedness** and to be affirmed and encouraged as they take responsibilities during the conference.
- We raise awareness of needs around the world which in turn develops a **healthy, outward focus** beginning with the local community around your church.
- We provide **educational opportunities** for individuals who will become a valuable resource within your church. This also includes educational missions materials at a discounted rate.
- We provide **fresh perspectives** and support for your missions committees.
- We affirm **unity in the body of Christ** by bringing together individuals from many different denominations.

Other Benefits...

- Individuals in sponsoring churches tend to become **generous givers.**
- Compassion and caring for others increases.
- Your people are given the **"big picture" of world missions**, so that it places your church's missions in perspective.
- The **local congregation** is in the "driver's seat". This event belongs to the local church and exists only on this basis. You have a say in the planning of Missions Fest.
- Because Missions Fest conferences are sponsored by local churches, God is using it to have a major impact on the world at large.
- We provide an opportunity for your church to be seen as having a **significant part in global mission**, not only within one's denomination but also within the greater Body of Christ.
- Discounts on tickets, advance access to Program Magazines, discounts on Video Classics.

New Sponsoring Church Registration Form
For Missions Fest (Year)
(Calendar year: (Fiscal Year))

Sponsoring Church Agreement with Missions Fest

As a Sponsoring Church, we identify with the purpose of Missions Fest as stated in the Policies of Missions Fest and agree with the Statement of Faith that is adopted by Missions Fest.

We understand that the defining marks of a Sponsoring Church are the following:

1. We agree to appoint an official representative (maximum of two) who will...
 - a. assist in planning the next Festival by attending the regular planning sessions. (5 per year)
 - b. serve as liaison between your church and Missions Fest
 - c. recruit volunteers needed to facilitate the festival.
 - d. be eligible to become a member of the Missions Fest Society

See the **Appointment of Church Representative(s)** form.

2. We agree to mark the weekend of Missions Fest (Date) on your church calendar and invite our people to attend by making pulpit announcements and by distribution of publicity materials.

3. We agree to make a financial donation to assist with the preparations for the coming festival.
(A guideline is \$2.00 per person based on a church's average attendance.)

Registration for Missions Fest (year)
(Calendar year: (Fiscal Year))

Date

Sr. Pastor's Name

Signature

Church Congregation Name

Address

Facsimile

City

Postal Code

Telephone

Church Email

Internet Home Page:

Permission to Link to Church's Home page? Yes No To Church's email? Yes No

Cheque Enclosed: \$ _____ (Average Attendance: _____)

Deadline: (date) (to have your church's name published in the Program Magazine)

- Benefits:**
1. Discounts on youth & other tickets up to 2 days before the conference
 2. Advance access to Program Magazines and a speakers list.
 3. Discounts on Video Classics

Mail to: Missions Fest, (address) Tel. _____ Fax. _____ Email: _____
See the form on the back of this page.

Use the form **on the back** of this page to appoint your representative(s)

Appointment of Church Representative(s) to Missions Fest

Instructions

1. Find one or two suitable persons of integrity and stature among your congregation.
2. Bring their names to your board of leadership for approval.
3. If approved, invite them to serve as appointed representatives to Missions Fest.
4. Have these forms completed and signed as acknowledged by the person(s) invited to stand for this position.
5. Then have these forms signed by an authorized person from the church.
6. Attach this document to the Church Registration form.
7. Mail to: Missions Fest, (Address)

Name of Church Representative: _____

Address: _____
Street City Prov. P/Z Code

Tel. (day) _____ Tel (eve) _____ Mobile _____

Email: _____

Acknowledgement Signature: _____

Name & position of Authorized Person: _____

Signature of Authorized Person _____ Date: _____

Name of Church Representative: _____

Address: _____
Street City Prov. P/Z Code

Tel. (day) _____ Tel (eve) _____ Mobile _____

Email: _____

Acknowledgement Signature: _____

Name & position of Authorized Person: _____

Signature of Authorized Person _____ Date: _____

Job Description

- function as liaison between own church and Missions Fest.
- attend Management Team Planning Meetings (5 per year)
- participate in a chosen department to help plan the conference.
- help to advertise Missions Fest in own church.
- help to recruit volunteers for Missions Fest.