



# Triumphant Family International Church Constitution

## ESTABLISHMENT:

The church was constituted on the 1st of January 2012 at Retortvej 45, 2.sal, 2500 Valby, Denmark.

## ARTICLES OF ASSOCIATION

### ARTICLE I - PREAMBLE:

This Constitution and Bylaws are made to:

- Preserve and secure the principles of our faith.
- Preserve the liberties of each individual member of the church.
- Ensure freedom of action of independence from any religious body or organization.
- Provide for orderly conduct of internal affairs, in dealing with others, and of governing Church members. While being mindful of the need to spread the gospel of good news of our Lord Jesus Christ to all parts of the world. Conscious of the existence of religious tolerance, freedom of association and participation in Denmark. Aware of the existing network and effort to share Christian values.
- Finally, conscious of the overriding need to exist as Christians, believing in the glorious grace and new life granted to us by Jesus Christ.

Today an association called "**Triumphant Family International Church**", hereinafter referred to as 'The Church' is now formed, founded and only guided by the teachings of Jesus Christ and no other teachings.

### ARTICLE II - IDENTITY:

The association 'Church' is non-political; independent of any party; it is a non-profit organization and operates in full respect of the equal opportunities for both men and women in the light of the Gospel of Jesus Christ and the Kingdom of God.

### I. NAME; VISION AND MISSION:

**Name:** The name of this church shall be: **Triumphant Family International Church**

#### **2 Corinthians 2:14 AMP**

But thanks be to God, who always leads us in triumph in Christ, and through us spreads and makes evident everywhere the sweet fragrance of the knowledge of Him.

**Vision:** The vision is "**GIANT IN THE MAKING**".

**Mission:** The mission is to make people giants in the Lord through **THE WORD OF GOD (CHRIST); FAITH; LOVE AND THE HOLY SPIRIT.**

**II. LOCATION:**

The address of the principal office of this church shall be: **Smedeholm 13A, 2730 Herlev, Denmark**. The church may establish branch offices either around Denmark or abroad. The organization and the activities of the branch offices hereinafter referred to as Local Church Branches (divisions) will be governed by a specific regulation.

**III. PURPOSE/OBJECTIVES:**

The purposes of “**Triumphant Family International Church**” are:

- To worship and serve God in fulfillment of the Great Commission of Jesus Christ as set forth in Matthew 28:19-20.
- Grow a wide network of Christians and following around the world through the foundation and teaching of the works and words of Christ.
- To minister to the needs of the members and others as the church is able to do so.
- Carry out Christian outreach programs that fulfil the needs and clamour for spiritual food to the needy of our immediate community.
- Raise leaders and make them relevant to the courses of the city in which they live, in principle and accordance to the Word of God.
- Present the bible as the only reference to the message and guidance to our faith.

**1. To reach our objectives, the church is entitled to:**

- a. To have a qualified and Trained Ministers with the title as Pastor and otherwise;
- b. Acquire a suitable place of meeting as an auditorium or place of worship;
- c. Develop quality materials such as books, tapes and videos which will be in harmony to the development of people’s social lifestyles and cultures;

**ARTICLE III - MEMBERSHIP:****CHURCH MEMBERSHIP:****A. Qualifications:**

Membership of Triumphant Family International Church shall consist of people who have made a credible confession of their faith in Jesus Christ as Lord and Saviour; and who, having been scripturally baptized; acknowledge the responsibilities of a church member; and agree with our beliefs [*statement of belief*].

The members freely and voluntarily offer their support for the implementation of the activities of the Association and they carry out their activities without any reward, except for the reimbursement of the expenses paid for the fulfilment of the institutional functions on behalf of the Association, as foreseen by the relevant Regulation.

Members shall be all the natural or juridical persons who share the church objectives and engage themselves for the attainment of said objectives. Each member of the Association has the right to vote in the general Meeting for the appointment of the governing bodies, for the approval of the amendments to the Articles and to the regulation and for the approval of the annual financial statements.

**B. Becoming a Member of TIFC:**

The primary means to become a member of the church is by direct and indirect evangelism. A new member is either recommended by an existing member; recommended by another church and/or directly take-up membership on their own inclusive orientation, membership classes and baptism.

Anyone can become a member of TFIC. This includes, but is not limited to, those who express interest in the teachings and doctrines of the church, regularly participate in meetings, and/or voluntarily choose to express their free-will in making financial donations (*i.e. giving and tithing*).

As a non-profit organisation, all financial donations go towards supporting the essential operational requirements including outreach, charitable and evangelism initiatives.

Everyone is welcome to visit or become a member of TFIC. Our church does discriminate against any individual or family. Any such practice does not line-up with the precious Word of God. Racism and xenophobia is not tolerated in our church, this includes no discrimination on the basis of gender, lack of financial contribution, race or nationality.

Members that undertake prolonged long vacations and/or sabbatical continue to be considered members.

Honorary memberships status is recognised and/or bestowed upon families/individuals that relocate to other countries or cities to which TFIC is not present. While visiting guests are much welcome to participate in church service meetings.

#### **C. Membership Privileges:**

A member in good standing is required to meet all the clauses of membership; including being up-to-date with voluntary financial pledge(s), social responsibility and are a positive/good moral example of the church anywhere.

Such members are allowed to participate in the church's committees and projects. In this case, they can vote, and be appointed to oversee or lead church projects.

It is a member's privilege to request spiritual and financial support from the church in the event of unfortunate situations such as, the death of close family members etc.

#### **D. Orientation of New Members:**

New members undertake orientation to enable them to better familiarize with TFIC, have the opportunity for them to ask questions and/or gain any particular orientation support they may require. While on the other hand, have the occasion to learn and understand membership responsibilities, guidelines and privileges in the church.

Members in good standing shall have the right to actively participate in the church's activities and initiatives in the life and work of the church. Members are encouraged to take advantage of the available channels to express their views as they engage in the development of the church.

Church members are expected to value and uphold the TFIC membership responsibilities and guidelines.

#### **E. Membership Termination:**

Church membership is voluntary and each member is free to consider their involvement with the Church. This includes each member being free to contemplate or denounce his/her membership. Termination of membership is feasible through one of the following ways:

- Submission of a written/verbal membership withdrawal request to the Church's Resident Pastor.
- A member who voluntarily excludes himself from all church activities including service meetings for 6 consecutive months and financial participation.
- A member may request a transfer to join another Church Ministry of similar convictions. .
- Excluded from membership when he/she opts to join a Church of different convictions.
- Death of said member, having transferred membership from the Church on earth to the Church triumphant in heaven.
- Discipline of Church Members:
  - ⇒ The primary aim of discipline shall be the restoration of the related individual member(s).
  - ⇒ The Church may discipline members whose standards of conduct fall short of those laid in the Bible. As a spiritual community, with beliefs, member responsibility and guidelines, the Leadership and Elders of the Church will do all they can to counsel the member for repentance and restoration prior to any consideration for exclusion from the church; either by the church or by the member requesting to be dismissed in relation to a discipline matter(s).
  - ⇒ Examples of conduct justifying disciplinary action, all of which shall be deemed sufficient to justify expulsion from membership, are:
    - Uncharitable conduct towards others
    - Immorality
    - Heresy
    - Unwillingness to submit to the legitimate authority of the Church
    - Discriminatory behaviours including racism and xenophobia, discrimination on basis of gender, lack of financial contribution, race or nationality.

#### **F. General Church Meetings**

Church members meet together in a church members' meeting under the Lordship of Christ, under the guidance of the Holy Spirit, and in subjection to the Scriptures, to discern the mind of God in the affairs of the Church.

Regular and/or special Church members' meetings shall be held as and when necessary but on not less than 2 occasions in the calendar year. If the business for a meeting cannot reasonably be concluded in one session, the meeting may be adjourned to another convenient date.

Meetings are properly arranged including related date, time and place for the meeting being publicised at during the regular worship service or services on the previous two - three Sundays.

Prayer and the reading of Scripture, shall be a key feature of the church members' meeting. The discussion of any matters affecting the life and activities of the Church shall be guided by the Word of God, including practical issues not being perceived as being separate from the spiritual aspects of the Church.

Members shall, as best as possible, seek consensus on all matters considered at a church members' meetings.

Church members are encouraged to actively contribute and participate in discussions during church members' meetings, including comments or questions after hearing issues and remarks raised by other members.

#### **ARTICLE IV - CHURCH OFFICERS:**

All church officers must be members of the church in good standing.

**A. THE PASTORAL TEAM:**

1. The qualifications for the **Senior Pastor** shall be consistent with those listed in 1 Timothy 3:1-7. His training, skills, and experiences are needed in this area of leadership.
2. **Responsibilities:**
  - a. These generally fall into the following areas: preaching; teaching; pastoral counselling; administration; planning; and guiding the church to grow and fulfil its purposes.
  - b. She or He shall lead the church, the organizations, and all leaders of the church in performing their tasks in worship, proclamation, education, and evangelism.
  - c. The senior pastor shall be an ex officio member of all church committees.
  - d. He or She shall assist the elders in securing pulpit supply during times of senior pastor's absence.
3. **Call of A Pastor:**
  - a. A Pastor shall be chosen and called whenever a vacancy occurs.
  - b. A Pastor's Selection Committee shall be appointed by the church to seek out a suitable pastor and this committee's recommendation will serve as a nomination.
  - c. The Pastor's Selection Committee will recommend only one candidate at a time.
  - d. The pastor's election shall take place at a meeting called for that purpose, of which at least one week's notice shall be given to the members.
  - e. An affirmative vote of three-fourths (3/4) of those present is necessary for a choice.
4. **Terms of Service:**
  - a. The chosen pastor shall serve until the relationship is terminated by either his/her request or that of the church. In either case, at least sixty (60) days' notice shall be given unless otherwise mutually agreed.
  - b. There shall be a written mutual contract/agreement made between the pastor and the church.

**B. CHURCH STAFF AND VOLUNTEERS**

This church shall employ staff and offer volunteers opportunities, as it shall need.

1. Staff members shall be recommended for employment by the Church Council or a special committee.
  - They will enlist active men/women to be recommended to the church, when a vacancy occurs.
  - The duties, qualifications, and importance of the office of which the staff will be working, will be interpreted to the candidates and be reviewed to the church prior to the scheduled election of the staff.
2. A written job description or mutual contract/agreement including what is stated in this constitution shall be prepared when the need for Church staff is determined, but only when the employee shall receive salary from the Church.

**C. ELDERS:**

1. **Number and term of office:**  
There shall be five (5) deacons for the first 50 resident members and one (1) for each additional fifty (25) of portion thereof. Elders shall be elected for a term of service of three years or longer term of service as voted upon by the church council.

**2. Qualifications:**

- a. A church elder must meet the qualifications listed in 1 Timothy 3:8-13.
- b. An elder shall demonstrate exemplary Christian testimony in private, family, and public life; a committed Christian leader and partner of the pastor; supporter and promoter of the church faith, practice, programs, and ministries.

**3. Election:**

- a. When an elder vacancy occurs, the chairman/leader of the Elders Committee shall announce that an election of an elder will be held during a named church meeting, where the majority carries the vote.
- b. The Elder Committee will enlist active men/women to be recommended to the church. The duties, qualifications, and importance of the office of an elder will be interpreted to the candidates and be reviewed to the church prior to the scheduled election of elders.

**4. Commission:**

- a. Selection, election, and commission of elders is a privilege of the local church.
- b. When commission of elders is planned by the church, it shall authorize the pastor to assemble a council to examine the candidates concerning their fit to serve as elders.
- c. The council directed to examine the elders shall be composed of the pastor, invited ordained pastors, and elders of neighbouring sister ministries.
- d. When the council recommends the commission of elders, the commission service shall be scheduled as led by the pastor.

**5. Duties:**

- a. Elected elders shall elect the chairman of their committee.
- b. Elders serve as a committee of counsel to assist the pastor concerning the progress and welfare of the church.
- c. Assist the pastor in ministering to the members by implementing the Elders Family Ministry.
- d. Seek to solve any fellowship problem of the church.
- e. Assist the pastor in administering the church commissions.
- f. Serve as a church membership committee.
- g. In the absence of the pastor, the chairman of the Elders Committee shall serve as an advisory member to all organizations, departments, and committees of the church.

**C. ADMINISTRATOR:**

- 1. The church administrator shall be appointed by the Church, approval by the Church council and the Senior Pastor. He or she will be responsible for keeping an accurate record of all business meeting transactions of the church and preparing the annual report to the association.
- 2. He or she shall keep a register of the names and addresses of the church members, with dates of admission, dismissal, dedication of children, and deaths of members of the church family.
- 3. He or she shall issue letters on behalf of the Church. of dismissal voted by the church and write letters of transfer of membership, prepare written reports of the church, and keep an accurate history of the church.
- 4. An assistant church clerk may be elected or the clerk's responsibilities shall be delegated to a church secretary if and when the church can afford to employ one.

**D. TREASURER:**

1. The church treasurer shall be elected as the custodian of all moneys of the church and shall disburse these moneys by checks as authorized by the church.
2. He or she shall keep, at all times, an itemized account of all receipts and disbursements and shall render a monthly and annually written report of this account to the church.
3. The treasurer's report shall be audited annually by an auditing committee.

**E. FINANCIAL HEAD:**

1. The church financial head shall be elected and shall be responsible for seeing that the offerings are properly received, counted, and deposited in the church's bank account.
2. He or she shall properly credit each contributor and their offerings.
3. He or she shall be responsible for preparing for mailing a quarterly or annual record of contribution to donors and offerings.

**F. TRUSTEES: (do we have this function or role currently?)**

1. At least three (3) trustees shall be elected by the church to hold trust the property of the church.
2. They shall have no power to buy, sell, mortgage, lease, or transfer any property of the church without a specific vote of the church authorizing each action.
3. It shall be the function of the trustees to sign any, and all legal documents involving the sale, mortgage, purchase, or lease of church property or any other legal documents requiring the signature of the trustees for and in behalf of the church.

**G. CHURCH COUNCIL:**

1. The Church Council may have as regular members the Pastor, Clerk, Treasurer, Chairperson of Elders, Sunday School Director, Discipleship Director, Chairperson of each Church Standing Committees, Presidents of Mens', Womens', and Youth Ministries.
2. The Church Council shall be to recommend to the church objectives and goals; review the coordinated program plans recommended by the senior pastor, church officers, organizations, and committees; to recommend to the church the use of leadership, calendar time, and other resources according to program priorities; and to evaluate program achievements in terms of church goals and objectives.
3. All matters agreed on by the Church Council calling for action not already provided for shall be referred to the church to be voted upon. Majority carries the vote.
4. The Church Council can have as many as possible meetings within a year. In which it is required that one of the meetings is a general meeting concerning the progress of the church.

**I. Vacancies:**

- In case of vacancy in any office, except that of the pastor and staff members, the vacancy shall be filled by the church at a regular or special meeting as soon as possible after such vacancy has occurred.

**II. Church Committees:**

- All church committee members shall be elected by the church from nominations presented by the Nominating Committee, and nominations from the floor with the consent of the nominee.
- There shall be a minimum of three (3) committee members with a chairperson.
- Any committee member elected to fill any vacancy shall serve the unexpired term of the position vacated. Each committee chairperson shall submit an annual budget request to the Budget and Finance Committee.

**III. Nominating Committee:**

- The Nominating Committee shall be responsible throughout the year for nominating and presenting to the church people to serve in various positions of the church (unless provided for otherwise in these Bylaws) vacated by expiration of term of office, by death, by resignation, or by removal. Each person contacted shall be informed of his or her responsibilities.

#### **IV. Budget and Finance Committee:**

- This committee shall have the responsibility of assuring that the adopted budget is adhered to. It shall recommend financial policies to the church and shall foster and promote programs of stewardship.
- In consultation with the Church Council for the new church year, it shall draw up and submit to the church an annual budget during the month of October for the next calendar year and recommend the chairperson of budget promotion annually.
- The taking of special offerings shall be approved by this committee. This committee shall be responsible for the annual audit of the treasurer's books.
- The Three (3) members of the financial budget committee shall be included as counter signatories to the church account.
- At least one of these members and the senior pastor and administrator shall be official signatories for any withdrawals and/or disbursing church funds.
- The committee shall determine the sources of funds to the Church (Family) in addition to the conventional sources.
- Sources of Funds:
  - Service Offerings from Church-members
  - Free will donations from organizations and individuals to support our vision
  - Tithing from Church members
  - Project specific donations
  - Projects residuals and revenues

#### **V. Properties Committee:**

- This committee shall be responsible in matters to properties administration. Throughout the year, this committee shall give attention to and study the condition and state of repair and appearance of the building and grounds of the church and equipment therein, making arrangements for repairs and improvements authorized by the church and included in the church budget.
- All matters of major repairs, changes, improvements or items of equipment not included in the budget shall be referred to the Stewardship Committee for fiscal review. Purchase of equipment shall be through this committee unless another committee is directed specifically to make studies, report to the church, and make necessary arrangements as the church decides.

#### **VI. Missions Committee:**

- This committee shall be responsible for discovering possibilities for starting new congregations. If this occurs, this committee will work out a mutual agreement with the church mission congregation(s) as approved by the church.
- It shall also seek possibilities for local, state, national missions' projects, share findings with church program organizations, and serve the church in establishing and conducting such missions projects. This committee shall lead the church in its involvement with the related ministries or programs that mutually benefit the church.

#### **VII. Music Committee:**



- This committee will plan and evaluate the music program of the church, in the formation of choirs in the church and planning special musical programs throughout the year.
- It is responsible for recommending people for the positions of pianist and organist, song leader, and in assisting the pastor with special music in the regular and other services of the church.
- In the event that a music director is needed as a staff of the church, this committee will look for a qualified person to be recommended to this compensated position, which requires approval by the church.

**VIII. Youth Committee:**

- This committee is responsible for planning and coordinating youth programs and activities inside and outside of the church.
- These activities are to be correlated with the activities of the church program organization in attaining objectives set forth by the church.
- An elected representative of the Youth Committee shall serve as a member of the Church Council.

**IX. Social and Recreation Committee:**

- This committee shall be responsible for all social and recreation activities of the church, formulating policies and supervising the services rendered to the church through the kitchen and promoting regular church functions to build the fellowship of the church.

**X. Christian Education Committee:**

- This committee shall lead the church in developing and implementing an effective education-training program. Foremost of these are:

**a. Sunday School:**

- The Sunday school shall be divided into classes and departments as it grows and conducted under the direction of a director for the study of God's Word.
- The tasks of the Sunday School shall be to teach the Bible; lead in reaching all prospects; lead all church members to worship, witness, learn, and minister daily; provide and interpret information regarding the work of the church.

**b. Church**

**Training:**

The discipleship program shall serve as the training organization and arm of the church. Its tasks shall be to teach and upgrade Christian faith, ethics, church policy and organization; train leaders for the church; provide for specialized training for special projects of ministry for the church; and to provide organization and leadership for special activities in the church.

**c. Missionary**

**Education**

**Ministry:**

There shall be a missionary education with such officers and such forms of organizations to teach missions, lead members to participate in missions, and provide organization and leadership in special missions' projects of the church.

**XI. Outreach Committee:**

- This committee is under the immediate leadership of the pastor.
- He forms a committee to develop and implement a strategy for effective programs of community evangelism outreach such as visitation; Bible studies in homes, offices, places of works; special evangelistic meetings inside and outside of the church; and other needed programs to reach people with the gospel.
- This committee is also responsible for planning training events for soul-winning, as well as the production or securing evangelistic printed materials to be used by the church.

NB: Other committees may be formed as needed by the church.

**ARTICLE VI - NONPROFIT STATUS AND LIQUIDATION:**

This church is not organized for profit. In the event of liquidation or dissolution of the church, all of its assets and property of every nature and description whatsoever shall be paid over and transferred at the direction of the trustees to any charity organization with the same mission

**ARTICLE VII - AMENDMENT:**

This Constitution and Bylaws may be amended provided the proposed amendment shall have been presented in writing at a regular church business meeting and then circulated to the membership. Amendments to this Constitution and Bylaws shall be two-thirds vote of members of the church who are qualified to vote and are present in the business meeting with a quorum to discuss and vote for this matter.

**COMPLEMENTARY DOCUMENTS:**

1. What We Believe [Statement of Belief]
2. Responsibilities & Guidelines for TFIC Members

All other rules adopted previous to THIS constitution are hereby declared null and void.

<b>Name</b>	<b>Role</b>	<b>Signature</b>
Jeffrey Amare	Senior Pastor	
<b><u>The Church Council</u></b>		
Celestina Danso	Administrator	
Patrick Manu	Finance	
Patrick Kaikai	Elder	
Christian Nkoo	Pastor	

Bright Mensah	Youth Leader	
Frimpong Fordjour	Pastor	
Jennifer Kabasa	Pastor	

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*Further Amendments: 30<sup>th</sup> June 2016*

*Further Amendments: January 10th 2022*