



Minister Application Pack

Dear Minister

Thank you for your interest in this important post at Teddington Baptist Church. This Application Pack for the post of Minister at the Church includes:

- Introduction, giving a summary of who we are and who we are looking for
- Church and community profile
- Minister specification
- Church ethos statement
- Church constitution
- Application form (separate document)

Completed application forms should be sent ideally via email to the email address below or posted to the Church to arrive by **25 January 2019**.

It is hoped that those candidates short-listed for the post will be interviewed by the search team first, and then if required invited to preach at the Church at a later stage, along with any additional steps as necessary. This will allow the fellowship to get to know you and vice versa.

Charles Clifford
Administration leader
Teddington Baptist Church
17 Church Road
Teddington
TW11 8PF
Tel: 020 8977 8000
Email: tbcministersearch@gmail.com

Teddington Baptist Church
November 2018

Introduction



We are a family friendly evangelical Church in 'leafy' south west London with a mission "to bring Christ to our community and our community to Christ". We have extensive modern Church premises in the centre of Teddington with well over 1,000 people coming into the Church building mid-week for community activities but only around 100 worshipping on Sundays. We have a large potential to grow and willingness to change to do so.

We have a full time families, children's and youth worker and the Church has a large focus on family and children's events including teatime special services, dad's Saturday mornings and twice weekly pre-school open door mornings, etc. We have a 4 bed house close to Bushy Park and another 2-3 bed property next to the church.

We seek an inspirational minister who has expertise in practical evangelism and outreach with a clear sense of God's calling to our church. We are looking for a gifted Biblical preacher with a pastoral heart who will work well with our leadership team and staff and grow Teddington Baptist Church.

The Church and the community

This document provides an overview of Teddington Baptist Church, 17 Church Road, Teddington, Middlesex TW11 8PF and our community. Further details can be found on our website www.teddingtonbaptist.org.uk

Our Mission Statement

"To bring Christ to our community and our Community to Christ"

Our Vision and Values

We seek to be a vital, growing, challenging and empowering Church, where we put Christ and His Cross at the centre of all that we do.

- We want our church to be a VITAL church, with signs of His life in everything we do and where everyone feels cared for and able to seek and offer prayer and support wherever they are on their journey.
- We want our church to be a GROWING church where people encounter Jesus and become part of God's family.
- We want our church to be a CHALLENGING church where everyone is encouraged to explore their faith at every stage of their journey engaging in heartfelt and meaningful worship and prayer.
- We want our church to be an EMPOWERING church where everyone feels able to start new initiatives, try new things and evangelise without fear of failure.

We aim to achieve this by:-

- Being a genuine community church, reaching out to people in Teddington and bringing them to Christ.
 - Providing a warm welcome and caring environment for all who enter into the life of our church.
- Operating as an intergenerational church with activities and support for all-ages, with particular emphases on families and children's work and on building a support network for dads.
- Being a vibrant prayerful church which worships God in spirit and truth.
- Exercising a strong biblical preaching and teaching ministry which helps people to grow in their discipleship.
- Offering strong pastoral care and support for everyone in our church.

Looking to the future, our vision for the church is to see God's kingdom grow in the lives of the Christians within and in the community where we worship and serve. We want to develop our prayer life more to find God's answers to the needs within middle class suburbia. Those needs are often not obvious; they are hidden behind affluence, consumerism and materialism which can often cause stress upon family life. When this spills over and difficulties occur the friendship of Jesus Christ is much needed and Teddington Baptist Church desires to reach out more with His love.

Teddington

Our town has a population of around 10,000 and is situated in a leafy, thriving residential suburb of south west London, bordered by Bushy Park and the River Thames. While Teddington has its own shops, schools and community facilities, it is close to the larger centres of Richmond and Kingston with which it shares good transport links. Many people commute out of the area by car or train. The community is largely affluent, white British, and middle class, with relatively low levels of unemployment. This is not the whole story however because Teddington has its own areas of special needs and social deprivation.

The local council however has identified 3 major social issues:- □

A lack of activities and amenities for young people

- Isolation of the elderly
- A need to develop social cohesion between communities

In addition Teddington is an area similar to many in outer London where house prices are significantly above the national average, which makes it difficult for first-time buyers to enter the property market.

Mission at our Church

Everything we do we try to view as mission and throughout all our activities we are always seeking ways to show the love of Jesus.

a) *Local Mission:* Within the church we have a strong mission team which supports this approach and seeks to inform and inspire the fellowship to get more involved in sharing Jesus. We have four volunteer Street Pastors, who regularly serve in Kingston town centre, strong links with the Kahaila Café in Brick Lane, London and Ella's Home and the Luminary Bakery linked with this project in our capital city. We are a collection point supporting the Foodbank in Hampton.

Our mission is to bring Christ to our community and our community to Christ. In Teddington 20% of the population is aged under 19 years. In response to this, the focus of our ministry for several years has been on families, youth and children. We facilitate mums and toddlers work groups during the week and we currently employ a full time member of staff to oversee and develop this work along with teams of faithful volunteers.

We offer various courses such as parenting courses, marriage preparation, new Christians Q&A, confidential prayer support and bereavement counselling, and Christians Against Poverty (CAP) courses periodically. We hope to run additional courses e.g. alpha/explore Christianity in the future. In addition, Grace Advocacy, a Christian provider of debt management advice use our premises.

We seek to serve our community in many different ways. We are directly involved with leading services for the in-patients at Teddington hospital, taking God's word to the elderly residents in the local nursing homes and supporting our town's business community and their events, especially at Christmas time. We have vital access to our primary schools taking assemblies, strengthening contacts and gently supporting the staff when possible.

b) *International Mission:* With Tearfund just down the road and several staff members who worship with us, plus a senior staff member from Interserve with offices on our premises, our exposure to world mission is wide. We also support BMS World Mission and have link missionaries serving in Mozambique, we support BUGB Home Mission and we actively teach and involve our young people in understanding and promoting Fair Trade goods. We seek to educate and offer opportunities to serve in mission at home or abroad either short or longer term.

Our Church

The church building is situated in the centre of Teddington, just off one of the main high streets (called Broad Street). Most of our church members live within 2-3 miles of this building. We are fortunate to have extensive premises, comprising of the Sanctuary (built in 1956) and the Sunday School (dating from 1908), which are connected by an attractive modern entrance and atrium. There is a church office next to the reception area and a minister's office. A google 360° tour of the building can be found at:

<http://www.teddingtonbaptist.org.uk/tbcgoogle360.htm>



We seek to maximise the use of our church rooms each week with an estimated 1200 people coming into the premises each week. We view this as part of our mission and try to make everyone feel welcome.

In addition we own a spacious and recently refurbished, 4-bedroom house at 79 Hampton Road, Teddington TW11 0LA (0.7 miles from the church) and a 2/3-bedroomed house next to the church.

We have a small but strong Leadership Team of six who are each appointed for terms of 1-3 years. There are two vacancies and we are looking to expand this team. The Leadership seeks to support the Minister and oversee mission, pastoral care, finance, administration, property and community liaison. They meet regularly to pray and seek the Lord's guidance regarding the ministry and mission of our church.

We have a paid office and communications officer/worker and a volunteer site manager.

There is also an experienced Pastoral Team who work in conjunction with leadership and with our 5 Life Groups and their leaders, to care for the fellowship practically, emotionally and spiritually.

The 10.30 am Sunday morning congregation numbers around 100 – 120 made up of a mix of people including young families, those in their middle years, singles, widows and the elderly, but there is a shortfall in the 20 – 30 age group. This age range is a strong potential growth area with St. Mary's University, Twickenham being only a short distance away. Worship is led by a music group including singers, keyboard and other instruments and use is made of PowerPoint in the service.

The 6.30pm Sunday evening service currently tend to be reflective in nature and is attended typically by 15-20 people. When we run our 'Tea Time Specials' on a Sunday from 3.30 – 5pm for all families with children up to 12 years in the community and church, numbers more than double. With craft, afternoon tea and a brief Christian message these times are very popular and we are seeking God for how to develop them further.

We aim to cater for most styles of worship in the morning service with a good mix of hymns and modern songs led by singers and musicians. The children and young people are encouraged to be fully involved in worship before going to their Sunday groups and participating in their own exciting programme.

We currently have a membership of about 70. At present it is a "closed" membership, being restricted to those who have been baptised by immersion, although we will be reviewing the constitution sometime after appointing a new minister. The wider fellowship numbers around 100-120 people consisting of all ages with a concentration of members in their 60-70s. There are also ~35 children aged up to 11 and 3-6 youth aged 11-18 years. We also have a well-integrated ethnic minority attendance of around 20% - above the Borough average.

Church Activities

Sundays: 10.30 Main service which is family friendly with children's and young peoples groups
 15.30 Tea Time Special with Craft, Talk and Afternoon Tea – bimonthly
 16.30 4-Youth – monthly club/service for those young people aged 10+
 18.30 Reflective Worship and Prayer service

Midweek Busy Bees: Parent and Child (2.5 - 4 years)
 Open Door: Parent and Toddler (0-3 years)
 Live Wires (School Years 2-5) after school club – fortnightly on Fridays

Adult Lifegroups – six groups

Saturday *Who let the Dads out* for dads and children under 7 – monthly Annual
 Craft Fair – 700 visitors

We have 1,200 people weekly coming into the church premises. The rooms are let for a large variety of activities – weekly children's groups, Kumon, Pilates, dance and music groups, councillor surgeries, council public meetings, local businesses, etc. Tearfund, who are based opposite the Church, often use the premises.

Affiliations:

Teddington Baptist Church is a member of the Baptist Union, the London Baptist Association – including the Thames Valley District group of churches - the Evangelical Alliance and Churches Together in Teddington.

Our future Minister

The future minister will be a Christian leader who has a clear sense of God's call to Teddington Baptist Church and who is able to promote our church's vision and ministry in the local community. This person will in all probability have the following experience and qualities:

- (1) Several years' experience as the minister of a church, preferably a Baptist Church in the United Kingdom.
- (2) A degree from a recognised theological or ministerial training college.
- (3) Evidence that a church and its congregation have flourished under their ministry.
- (4) The ability to effectively manage a team of church staff and volunteers.
- (5) A gift of connecting well with people of different backgrounds both within our church and the local community, including other Christian churches.
- (6) A good awareness of Safeguarding Issues and an up-to-date Enhanced DBS Disclosure

VISION and FAITH	A close relationship with God discerning what we are being called to do as church at the right time.
LEADERSHIP	An experienced and wise church leader with a servant heart. Someone who is prepared to challenge us and encourages others to become involved. Someone who can lead inspiring worship and operate well within a team.
SPIRITUAL LIFE	A self-disciplined person, whose life is grounded in prayer, who is open to the guidance of the Holy Spirit and the use of Spiritual Gifts in personal and church life, and who holds to the written Word of God as the final authority in all matters of faith and personal conduct. Someone who acts as a role model of Christian discipleship.
JUDGEMENT	A good listener and makes sound decisions with integrity.
COMMUNICATING	Someone who speaks and writes clearly for people inside and outside the Church, a gifted Biblical preacher and Christian teacher, who is able to train us in our Christian discipleship.
ORGANISING	A person who is able to provide clear leadership to a team of church leaders and the congregation and has the organisation skills to enable us to achieve our church's vision.
PEOPLE	A minister who has a pastoral heart for people, especially showing compassion for single people and families. Someone who understands the variety of issues facing different people and is able to encourage them and provide them with effective support.
OUTREACH	A heart for evangelism in the local community and mission to wider world – someone whose ministry helps the Church to grow in numbers.

The person should be a committed Christian in full sympathy with the Church ethos statement and legally entitled to reside and work in the UK. Ideally the person should be an accredited Baptist Union minister or committed to work towards becoming accredited. The post is subject to having an enhanced clearance from the Disclosure and Barring Service (DBS) to work with children, young people and vulnerable adults at Teddington Baptist Church.



Ethos Statement

The ethos of Teddington Baptist Church emerges from our Constitution and its Annexes, our Vision Statement, and the Values set out by the Baptist Union which we have adopted as our own. These are set out below and in the attachments.

Teddington Baptist Church is a Baptist Church which adheres to the Declaration of Principle of the Baptist Union, https://www.baptist.org.uk/Groups/220595/Declaration_of_Principle.aspx and the Basis of Faith of the Evangelical Alliance, (<http://www.eauk.org/connect/about-us/basisof-faith.cfm>) both of which are annexed to our Constitution. Our Vision Statement is that: Teddington Baptist Church aims to be a church which is “bringing Christ to our community and our community to Christ”

We aspire to be the kind of Christian Community described in the Five Core Values of the Baptist Union, <https://www.baptist.org.uk/Publisher/File.aspx?ID=117271>. Furthermore, we expect our Members individually to conform to the responsibilities set out in Section 1 of our Constitution and to contribute to fulfilling our Vision and to our becoming the Christian Community described in the Five Core Values of the Baptist Union. We expect our Leaders and Ministers to do likewise, and to have the qualifications and character described in Sections 3 and 4 of our Constitution.

In order that we can fulfil our Vision and become the kind of community we aspire to be expressing and living our faith, our key members of leadership have to share the ethos of the Church. It is a genuine *occupational requirement* that our minister and other leaders are committed Christian in full sympathy with the ethos of the Church when their roles (a) have significant leadership responsibility, whether part of the Leadership Team or not; (b) are central to fulfilling our aims and purposes; or (c) central to developing and maintaining our ethos. There are other roles which have spiritual elements to them that can only be carried out by a committed Christian in full sympathy with the ethos of the Church. It is the Leadership Team who will decide each time an appointment is to be made if the particular post has a role which makes it a genuine *occupational requirement* that it should be held by a committed Christian in full sympathy with the ethos of the Church. This decision will be put to the Church Meeting for confirmation.

It is also essential that these attitudes and behaviours continue when a minister is in post and not simply at the time of appointment. So we expect our minister to act in good faith and with loyalty to our ethos, including our relational ethos, and to live in accordance with evangelical Christian standards of behaviour. Failure to do so may result in disciplinary action.

Notwithstanding this, Teddington Baptist Church is committed to diversity among its staff and volunteers, and will not discriminate on other grounds that are unrelated to our ethos. We believe that defining our *occupational requirements* as above does not restrict but enhances our commitment to diversity.

What We Believe

Teddington Baptist Church is a member of the Baptist Union, and supports its Declaration of Principle, which is:

1. "That our Lord and Saviour Jesus Christ, God manifest in the flesh, is the sole and absolute authority in all matters relating to faith and practice, as revealed in the Holy Scriptures, and that each church has the liberty, under the guidance of the Holy Spirit, to interpret and administer His Laws.
2. That Christian Baptism is the immersion in water into the Name of the Father, the Son, and the Holy Ghost, of those who have professed repentance towards God and faith in our Lord Jesus Christ, who 'died for our sins according to the Scriptures, was buried and rose again on the third day'.
3. That it is the duty of every disciple to bear personal witness to the Gospel of Jesus Christ, and to take part in the evangelisation of the World."

The Church is also affiliated to the Evangelical Alliance and supports its Basis of Faith, which is:

That we believe in:

1. The one true God who lives eternally in three persons — the Father, the Son and the Holy Spirit.
2. The love, grace and sovereignty of God in creating, sustaining, ruling, redeeming and judging the world.
3. The divine inspiration and supreme authority of the Old and New Testament Scriptures, which are the written Word of God — fully trustworthy for faith and conduct.
4. The dignity of all people, made male and female in God's image to love, be holy and care for creation, yet corrupted by sin, which incurs divine wrath and judgement.
5. The incarnation of God's eternal Son, the Lord Jesus Christ — born of the virgin Mary; truly divine and truly human, yet without sin.
6. The atoning sacrifice of Christ on the cross: dying in our place, paying the price of sin and defeating evil, so reconciling us with God.
7. The bodily resurrection of Christ, the first fruits of our resurrection; his ascension to the Father, and his reign and mediation as the only Saviour of the world.
8. The justification of sinners solely by the grace of God through faith in Christ.
9. The ministry of God the Holy Spirit, who leads us to repentance, unites us with Christ through new birth, empowers our discipleship and enables our witness.
10. The Church, the body of Christ both local and universal, the priesthood of all believers — given life by the Spirit and endowed with the Spirit's gifts to worship God and proclaim the gospel, promoting justice and love.
11. The personal and visible return of Jesus Christ to fulfil the purposes of God, who will raise all people to judgement, bring eternal life to the redeemed and eternal condemnation to the lost, and establish a new heaven and new earth.

Church Constitution

1. Membership

It is a defining characteristic of a Baptist Church that it is a 'gathered community'. It is a group of people who commit themselves to one another as part of their commitment to the Lord, recognising the privilege of membership and sharing responsibility under God for all the decisions affecting the life of the Church.

- 1.1 Teddington Baptist Church (TBC) aims to have members who:
- a) desire to live their life consistent with the Christian faith;
 - b) love and serve God, love their neighbours and love one another as Christ loved his disciples;
 - c) recognise that they are part of the fellowship of the Church at TBC, in the community and throughout the world and are witnesses to the Lord Jesus Christ here on earth
 - d) are committed to that part of God's Church which meets at TBC by attending regularly the Church Meeting and relevant Church gatherings for worship, communion, fellowship, prayer and study whenever possible;
 - e) read the Scriptures and share in the ministry of prayer both privately and corporately;
 - f) use their gifts and talents in service of God at TBC and elsewhere and help to enable the Lord's work at home and overseas by cheerfully giving financial support.
- 1.2 Membership of the Church shall be open to all who have professed repentance towards God and faith in our Lord Jesus Christ; who have confessed their faith by submitting to believers baptism and who, by the help of the Holy Spirit, are seeking to live their lives according to their Christian profession. In the case of application for Membership where there is a physical disability which precludes baptism, if the applicant confesses faith in Jesus Christ and accepts believers' baptism, this shall be deemed sufficient for Church Membership.
- 1.3 Application for Membership shall be made to the Leadership Team. Such applicants shall be interviewed by two Church Members, appointed by the Leadership Team. Subject to a satisfactory report, the application shall be brought to the Church Meeting for decision.
- 1.4 Members who have absented themselves for twelve consecutive months without reasonable cause may, after due notice, be removed from the roll of Membership by the Church Meeting.
- 1.5 In cases of discipline, the Church Meeting shall accept the recommendations of the Leadership Team without requiring detailed explanation or discussion.

Non-members

Whilst we would encourage church membership, people who regularly worship with us but are not members are valued and welcomed as part of the church community. Membership is not a requirement of being an active participant within the Church but a requirement of those taking on significant responsibilities is that they should be in sympathy with the Evangelical Alliance '*Basis of Faith*'.

2. Church Meetings

The Church Meeting is the body which seeks to determine prayerfully and by consensus of the gathered Church Members the will of the Lord concerning Church policy and strategy. All those engaged in leadership are ultimately responsible to the Lord but are also accountable to the Church Meeting for the way in which they exercise their leadership.

2.1 Church Meetings shall be held periodically, at least six times each year, and shall include an Annual General Church Meeting, which shall normally be held during March each year. At least two weeks' notice shall be given of each Church Meeting.

2.2 Except at the discretion of the Chair, business may only be discussed at a Church Meeting if it has previously been discussed by the Leadership Team or if notice of motion has been given at a previous Church Meeting.

2.3 Special Church Meetings may be called at any time by the Leadership Team giving at least two weeks notice, and shall also be called on the same notice within one month of the receipt by the Leadership Team of a written request signed by at least twenty Church Members which gives notice of the motion(s) to be discussed.

2.4 The quorum for all Church Meetings (including Special Church Meetings and the Annual General Church Meeting) shall be 25% of the Membership but not less than twenty Church Members. Only Church Members may take part in the voting at these meetings but non-Members may, at the discretion of the Chair, attend and contribute to the discussion.

2.5 Voting at a Church Meeting shall normally be confined to those Church Members present at the meeting. However, at the discretion of the Leadership Team, special provision shall be made for Church Members to take part in ballots by "postal vote" on important issues if they are generally regular in their fellowship but unable to attend the particular meeting at which a ballot is to be held.

3. The Leadership Team

Since a Leader is entrusted with God's work, each must demonstrate a clear love for God and His people. The Leader should be a man or woman with a clear grasp of the Christian faith, and a growing Christian maturity made manifest in their personal, working, social, family and Church lives. Timothy and Titus make it clear that their wholehearted devotion to Christ should affect their behaviour and encourage those in contact with them.

3.1 The Leadership Team of the Church shall consist of Minister(s) and a maximum of 8 Church Members recognised as Leaders by the vote of the Church Meeting. In addition, other members of Church staff may be part of the Leadership Team, with the initial approval of the Church Meeting.

3.2 Leaders will demonstrate a personal commitment to the life and activity of the Church and their faith, whatever their age, should normally be of at least five years' standing.

3.3 Leaders will normally serve for a limited number of successive years on the Leadership Team as set out in Section 5, but this limitation will not apply to Ministers or other members of Church staff.

3.4 The Leadership Team shall have the responsibility, under the Church Meeting, for the leadership of the Church. They will demonstrate their belief in shared leadership and support of one another. At the same time, they will seek to identify and nurture the gifts of all members of the fellowship, working positively to encourage and involve others. They will have overall responsibility for Church Meetings and all Church organisations and societies in matters of policy, programme and leadership. At the most, 3 elected members of the Team will have a General responsibility and the

other elected members will have a named responsibility for an area of Church life. Corporately, the Team will have oversight of the Church, including worship, prayer, strategy and planning, teaching, youth work, pastoral care and counselling, membership, discipline, evangelism, mission, administration, finance, property, stewarding, catering, welfare and legal matters.

- 3.5 The Leadership Team shall meet at least six times a year.
- 3.6 The annual Budget shall be agreed by the Church Meeting each year. Subsequently, all financial matters concerning the ordinary work of the Church and not involving special expenditure shall be determined under the responsibility of the Leadership Team, in accordance with the general provisions of the Budget.
- 3.7 All Church organisations and societies and those who lead them shall be recognised by the Church Meeting on the recommendation of the Leadership Team.
- 3.8 No special collections shall be made at or after Sunday services, unless sanctioned by the Leadership Team.
- 3.9 Meetings and services on Church premises may only be held with the permission of the Leadership Team and upon such conditions as it may decide.
- 3.10 All property held by the Church, its organisations and societies shall be deemed to be the property of the Church and shall be held in trust by the Leadership Team.
- 3.11 The Charity Commissioners require charities to identify those who have day-to-day responsibility for the management of the trust (the Management Trustees). The members of the Leadership Team not in receipt of payment from Teddington Baptist Church will be the Management Trustees.

4. Ministers

It is customary for a Baptist Church to invite ("issue a Call to") one or more suitably gifted, trained and qualified persons to take up responsibilities as Ministers in the Church. As members of staff, Ministers have a key role to play in the leadership and life of the church. This will normally involve teaching and preaching and also what the Bible describes as "to prepare God's people for works of service, so that the body of Christ may be built up" (Ephesians 4:12).

- 4.1 Ministers shall demonstrate the qualifications and character of a Leader as described above.
- 4.2 In the event of the death, resignation or removal of a Minister, or should an additional staff member be deemed necessary, the Leadership Team shall bring to the Church Meeting a proposal which will include a draft job description for the post and the method of recruitment.
- 4.3 A nomination for appointment as a Minister of the Church shall only be considered by a Church Meeting if it has the support of the Leadership Team. For a nomination to be confirmed as a Call it must be endorsed by at least 75% of the Members voting in a secret ballot at a Special Church Meeting convened for the purpose. Such an appointment shall be for as long as the Lord may will.
- 4.4 A Minister shall be removed from office (other than by death or resignation) if at a Special Church Meeting convened for the purpose at least 75% of the Members voting in a secret ballot support a motion requiring the individual to be removed from office. Such removal shall only be effective after nine months notice.

4.5 A Minister may resign from office but shall give three months notice.

5. **The Appointment of Leaders**

The Baptist tradition is one that gives Church Members the corporate trust and responsibility to discern the will of God. In respect of Leadership, this means the public recognition and affirmation of gifting and calling, not simply the election to office. This process is intended to allow the Church together to recognise and affirm its Leaders in a way that honours God and results in the right people in the role, balancing openness with the protection of individual sensibilities and giving space for people to reflect and respond as well as to vote.

- 5.1 The Church will be given clear biblical teaching about the character, role and responsibilities of a Leader. Teaching will also be given on the nature and complexity of the life of the Church. The process for appointment will be clearly publicised, including the date of the Church Meeting when the election will take place, which will normally be at the Annual General Church Meeting
- 5.2 Before each Leadership Team election, the current Leadership Team will recommend to the Church Meeting the posts for election and their terms of office which shall be for a maximum period of three years.
- 5.3 Church Members will be invited to suggest, after prayerful consideration, privately in writing to any member of the current Leadership Team, the names of any Church Members other than themselves whom they consider suitable to be Leaders and the post or posts for which they are suggesting the Church Member. Each suggestion slip should be signed by at least two Church Members before being presented to the Leadership Team. At least two weeks will be allowed for suggestions.
- 5.4 The Leadership Team will engage in prayerful consideration and discussion with each Member suggested and each of them will be entitled to know how many different people have suggested their name. Members will normally be ineligible to stand if they are currently serving on the Leadership Team and their current term would, if completed, take them to six or more successive years on the Leadership Team. But, otherwise, each Member suggested may stand for one and only one of the posts for which they were suggested, provided they confirm in writing (by a date which the Leadership Team will designate) both that they accept the statement "What We Believe" attached to this Constitution and the post for which they have chosen to stand. At least two weeks will be allowed for this discussion phase of the electoral process.
- 5.5 Following this period of discussion and at least two weeks before the Church Meeting at which the election will be held, the Leadership Team will post, in an accessible position on the Church premises, the list of Leadership candidates whose names will appear on the ballot paper, identifying the post for which each candidate is standing.
- 5.6 At the Church Meeting, voting will take place by a secret ballot in which Members will be able to vote on whether they consider each candidate suitable to be a Leader. Available places on the Leadership Team will be taken by those candidates securing most votes, provided they are supported by at least 66% of the Members voting. In the event of a tie between candidates for a place on the Leadership Team, the tie shall be determined by a further secret ballot at the same or a subsequent Church Meeting, the form of which shall be determined by the Chairman of the Church Meeting at which the tie breaking ballot is held.
- 5.7 The Church Meeting shall appoint Scrutineers to oversee the ballot for the election of Leaders. After the election the Scrutineers shall submit a report to the Chairman of the Church Meeting at which the ballot is held, who shall ensure that each candidate is informed of the total number of ballot papers returned and the votes cast in support of their candidacy. The names of those elected shall be posted in an accessible position on the Church premises.

5.8 If at any time the number of Church Leaders is fewer than the maximum permitted or a named Leader post falls vacant, a special election may be called by the Leadership Team or by the Church Meeting passing a resolution calling for one.

5.9 If, in the view of the Leadership Team, it is desirable that any Leader should vary their responsibilities during their term of office, the change in responsibilities must be ratified at the next Church Meeting.

5.10 A Leader shall be removed from office if at a Church Meeting at least 66% of the Members voting in a secret ballot support a motion requiring the individual to be removed from office.

6. The Constitution

The Constitution (this document) is the set of rules agreed by the Church Meeting to govern the way the Church operates.

6.1 The Church shall be called "Teddington Baptist Church".

6.2 This Church Constitution may only be altered at a Special Church Meeting convened for the purpose. Proposed alterations shall be posted in an accessible position on the Church premises at least two weeks before the date of the special meeting. Before any alteration can be made, at least 66% of the Members voting must be in favour.

6.3 When those regularly worshipping at the church apply to become a Church Member they shall be given a copy of this Church Constitution.

6.4 At least every four years the Leadership Team shall initiate a review of the leadership structure and method of election, which shall be reported to a Church Meeting.