



BAPTIST
FAITH
MISSIONS

... that I might have some fruit among you
also, just as among the other nations.

Policy and Procedure Manual

Effective July 2015

Baptist Faith Missions Manual

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AN OVERVIEW

*“...that I might have some fruit among you also,
just as among the other Gentiles.” Romans 1.13*

I. Baptist Faith Missions is a Partnership

Baptist Faith Missions is a voluntary partnership of like-minded churches who are committed to cooperating together to fulfill the Great Commission. This partnership includes:

- A. The Missionaries who are commissioned and sent by their home churches to the peoples to which God has called them.
- B. The Churches and contributors who support them with prayer, encouragement, and finances.
- C. A Council of Directors who give their time and services to coordinate, facilitate, and administer their support funds.

II. Baptist Faith Missions Assists the Missionary's Local Sending Church in Providing:

- A. An effective and efficient method for the sending churches to get missionaries directly to the field of service without the time and expense involved in raising their own support.
- B. Documents verifying sponsorship and financial support sometimes necessary for entry into foreign countries.
- C. Transportation and moving expenses for the missionary's initial setup on the ministry site.
- D. Direct deposit of funds into each missionary's stateside account making funds immediately available for withdrawal.
- E. An accounting for all funds received along with the latest updates, reports, and letters from our missionaries in our monthly newsletter, The Mission Sheets.
- F. Language training or school as needed in partnership with the missionary and the sending church.
- G. Modest salary, standard monthly allowances for housing and ministry expenses.
- H. An annual allowance for children's elementary and high school education assistance as funds are available.
- I. Hospitalization insurance plus reimbursement for 60% of their initial annual personal deductible expenses.
- J. Regularly scheduled furloughs and reimbursement for furlough transportation expenses (Section I, Policy II).
- K. Retirement pension graduated benefits based on missionary's vested years of service through BFM.
- L. Daily access to the Executive Secretary for trouble-shooting and problem-solving.
- M. Several Conferences throughout the year for mutual fellowship, encouragement, and promotion of our mission works.

III. Baptist Faith Missions Promotes and Distributes Information about the Missionaries by:

- A. The Mission Sheets: a monthly newsletter containing the most recent news from our missionaries and receipts of all offerings.
- B. A website to provide the most current information concerning our missionaries' activities:
www.baptistfaithmissions.org.
- C. Periodic electronic updates by email and the "Insider's Report."
- D. A series of video introductions and presentations of our missionaries' ministries.
- E. A Personal Representative to visit churches and present information about Baptist Faith Missions.
- F. Informative Brochures.

Overview
Revised 2014
rlj

Goals and Purposes

I. **Goals:**

- A. Assist Baptist churches to send God-called missionaries to fulfill church-planting missions in nations of the world. Baptist Faith Missions does not ordain, send, commission, or assign fields of service to missionaries. These ministries are the purpose of their respective sending local Baptist churches. Each missionary works under the authority of their sending local Baptist church.
- B. Fulfill the Great Commission by partnering with sending local Baptist churches and their missionary to preach the Gospel, evangelize, baptize disciples, establish Baptist churches, and train disciples to obey what our Lord Jesus Christ commanded.

II. **Purposes:**

- A. Receive and distribute funds for support of BFM missionaries.
- B. Interview prospective candidates for missionary service who are recommended by their respective sending churches.
- C. Assist with necessary legal paperwork to satisfy requirements of local, state, and federal laws in the United States and in countries where the missionaries serve or plan to serve.

- III. Statements related to our goals and purposes shall be published frequently and prominently in BFM publications and correspondences to remind and refocus ministry endeavors.

Responsibilities

I. Baptist Faith Missions Responsibilities

A. Publish and distribute without charge a monthly newsletter, The Mission Sheets, containing information from current BFM missionaries about their ministries and needs.

1. This correspondence shall also contain public receipts of all contributions received the preceding month.

2. Individual or church requests to receive The Missions Sheets shall notify:

Mission Sheets Editor
Pastor Dave Parks
3985 Boston Road
Lexington, KY 40514
Email: daveparks@twc.com
Phone: 859.223.8374

B. Maintain a website: www.baptistfaithmissions.org.

C. Maintain a Facebook page: www.facebook.com/baptistfaithmissions.

D. Maintain an email news bulletin service: baptistfaithmissions@gmail.com.

E. Publish and distribute a yearly accounting of contributions received and disbursed. Report and distribution is made at the BFM Spring Conference and made available to any interested party.

F. Verify documents of sponsorship and financial support sometimes necessary for entry into countries.

G. Direct deposit funds into each missionary's stateside account making funds immediately available for withdrawal.

H. Account for all funds received along with the latest updates, reports, and letters from our missionaries in our monthly newsletter, The Mission Sheets.

I. Provide a salary, standard monthly allowances for housing and ministry expenses as well as additional annual allowances for children's education assistance as funding permits.

J. Provide hospitalization insurance plus reimbursement for 60% of initial annual personal deductible expenses.

K. Provide retirement pension graduated benefits based on missionary's vested years of service through BFM.

L. Provide daily access to the Executive Secretary for trouble-shooting and problem-solving.

M. Work with partnering churches to sponsor mission conferences throughout the year for mutual fellowship, encouragement, and promotion of our mission works.

- N. Make available free of charge a series of video introductions and presentations of our missionaries' ministries to anyone interested.
- O. Provide a Personal Representative to visit churches and present information about Baptist Faith Missions.
- P. Regularly publish statements related to our goals and purposes in BFM publications and correspondences to remind and refocus ministry endeavors.

II. Local Sending Churches' Responsibilities

- A. Regularly pray for their missionary and his family.
- B. Maintain a close relationship with their missionary.
- C. Significant participation in ensuring their missionary completes pre-field readiness before initial setup on the ministry site.
- D. Significant participation in providing transportation and moving expenses for their missionary's initial setup on the ministry site.
- E. Contribute through the BFM General Fund to the regular monthly support of their missionary and general missionary expenses.
- F. Read the monthly report sent by the sponsored missionary to the church congregation.
- G. Assign a responsible church member who is willing and able to be an ad-hoc non-voting member of the Board of Directors representing their sponsored missionary's needs.
- H. Sign the Sending Church's Commitment of Mutual Partnership (Tab 10: Section VIII: Forms, G) during the initial commitment with follow-up renewal every three years.

Offerings and Contributions

I. Definitions

- A. **Offering** - monies voluntarily donated by contributors.
1. Estates, financial trusts, and other physical assets may be donated in support of BFM.
 2. BFM shall not enter into any commercial fund raising activities.
- B. **General Fund Offerings** - provides basic and essential services to include:
1. Salary for missionaries.
 2. Salary for Executive Secretary
 3. Salary for auxiliary personnel (e.g. Mission Sheets Editor).
 4. Missionary health insurance premiums:
 - a. missionary pays first \$1000 personal deductible
 - b. missionary is reimbursed \$600 of \$1000
 5. Missionary housing allowance \$250/month.
 6. Missionary ministry expense allowance \$500/month.
 7. The Mission Sheets publication & mailing.
 8. Missionary furlough expenses (Tab 5: Section III, Missionary Policies, Policy I, Furlough)
 9. Missionaries' children's educational expenses (request made to Executive Secretary):
 - a. May assist with tuition, uniforms, supplies for home-schooling, enrollment, etc.
 - b. Up to \$1000 per school year per child.
 - c. Based on priority of financial need and availability of funds.
 - d. Missionary shall submit itemized expense report to Executive Secretary.
 - e. Application for Elementary and Secondary Educational Expenses (Section VIII, Form I).
 - f. Application may be made to the H.H. Overbey Scholarship for college education expenses (Section VIII, Form J).
- C. **“Salary” or “Support” Designations** – contributions applied toward designated individual missionary monthly salary. If contribution(s) exceed the monthly salary amount, remaining monies shall be deposited in the missionary account as “personal” funds.
- D. **“Personal Designations”** – contributions deposited in the missionary account to be used at missionaries' discretion; funds not used to meet basic, essential expenses of the missionary.
- E. **“As Needed”** - contributions applied to missionaries' accounts toward salary.
- F. **“Designated Project”** - contributions deposited in the missionary account to be used for a specific work project, appeal, or need.

- G. **“Thanksgiving Offering”** – provides added funds to assist in covering General Fund deficits for the coming fiscal year.
- H. **“Founder’s Day Offering”** – provides added funds to assist in covering General Fund deficits for the current fiscal year.
- I. **“Bibles for India”** - BFM serves as an agency to handle funds for the purchase and distribution of Bibles in an India ministry.

Missionary Salary & Monthly Expense/Financial Reports

I. Salary

- A. Salary shall begin once the missionary has finished the approval process and completes language training.
- B. Salary shall be provided on a faith basis “as the Lord provides.”
- C. Monthly salary for each missionary is \$1803.00.
- D. Monthly ministry expense allowance is \$500/month which shall be continued during furlough.
- E. Monthly housing allowance is \$250/month and shall be continued during furlough. **Refer to Section III: Missionary Policies, Policy I, Furlough.**

II. Monthly Expense/Financial Reports

- A. Each missionary shall submit to the Executive Secretary a monthly account of disbursements and use of all non-salary account funds and designated offerings.
- B. Each missionary shall submit to the Executive Secretary a report of other contributions and sources of support for their ministry
- C. Missionaries submit monthly Expense Reports accounting for the expenditure and use of all funds designated as Expense Accounts, both Standard Expense Accounts and designated offerings for specific projects. **Refer to Section VIII: Forms: Monthly Expense/Financial Report**

Missionary Retirement Pension

- I. Current and past missionaries who have served BFM a minimum of 16 complete years are eligible.
- II. Service time shall be counted from the month the missionary was approved for full-time support through BFM and began receiving full-time support.
- III. Furlough time is counted toward service time, but not leaves of absence which may have been taken during his total time of missionary service.
- IV. Total service times before and after leaves of absences may be combined to make up the required 16 complete years of service.
- V. If the missionary is physically or mentally impaired to the point where they are unable to perform duties of service as defined in the missionary job description, they will be encouraged to enter retirement status or, following consultation with their sending church, BFM reserves the right to withdraw financial support.
- VI. A missionary shall not receive an active service salary and retirement pension at the same time.
- VII. Retirement is not mandatory, but a retirement pension shall not be issued before the qualified recipient's 65th birthday. The retirement age of BFM Missionaries entering service after 2005 will be linked to their full social security retirement age.
- VIII. Pension benefit shall begin on the date of the husband's 65th birthday even if the husband dies first.
- IX. Only the husband and wife who served on the field shall be eligible for retirement benefits. Only one pension will be administered for both.
- X. BFM shall commit this pension benefit for as long as either the husband or wife lives. If the husband dies first, the wife shall continue to receive the full benefit as long as she lives. When both husband and wife die, the benefits cease. Pension benefits shall not be transferable to heirs.
- XI. Retirement pension shall be based on the current missionaries' salary and amount of pension shall be computed according to a published graduated percentage scale based on the total years of missionary service. See below.

28 or more.	100
27.	95
26.	90
25.	85
24.	80
23.	75
22.	70
21.	65

20.	60
19.	55
18.	50
17.	45
16.	40

- XII. The only benefit BFM commits to is the graduated pension benefit the retired missionary qualifies for based on his years of service through BFM.
- XIII. Years of service with additional 6 months shall be rounded up to the next year.
- XIV. "Church" Plan is not subject to minimum funding requirements, etc., of Employee Retirement Security Act of 1974.
- XV. These provisions and conditions may be amended by the Directors of BFM.
- XVI. BFM shall provide retirement pension benefits upon availability of funds.

H.H. Overbey Scholarship Fund

- I. Designated for use by children of BFM missionaries to financially assist with post-high school education.
- II. Applicants shall complete the H.H. Overbey Scholarship Fund form (Tab 10: Section VIII, Form J, Application for H. H. Overbey Scholarship) and submit to the Executive Secretary.
- III. Application shall be evaluated and scholarship granted by the Executive Committee.
- IV. Maximum grant will not exceed \$1000 per student per school year.
- V. Pictures and reports of student recipient of Scholarship funds shall be printed in The Mission Sheets to publicize the benefit and solicit prayer support for the student.
- VI. Changes in guidelines shall be made by the Board of Directors.
- VII. Disbursements shall be made only from offerings designated to the H. H. Overbey Scholarship Fund and shall be available according to available funds.
- VIII. Designated H.H. Overbey Scholarship Fund monthly offerings and contributions shall be sent to the Treasurer:

Pastor George Sledd

PO. Box 471280

Lake Monroe, FL 32747-1280

Missionary Stateside Assignment/Furlough

I. Purposes

- A. Fulfill the scriptural example by the Apostle Paul and Barnabas as described in Acts 14 & 15 who reported to supporting churches about ministerial activities.
- B. Provide relief for culture fatigue.
- C. Re-establish support with family and friends.
- D. Promote purpose and goals of Baptist Faith Missions.

II. Time Period

- A. Each missionary shall return to the United States according to the following schedule:
 - 1. 6 (six) months Stateside assignment/furlough in the US for every 24 continuous months of service on the field
 - 2. 12 (twelve) months Stateside assignment/furlough in the US or every 48 continuous months of service on the field.
- B. Missionaries are encouraged not to go more than 5 years without returning for Stateside assignment/furlough.
- C. The missionary may use his own judgment concerning when to return to the US taking into consideration the care, supervision, and continuation of the works on the field in his absence.
- D. When these conditions are satisfied, the missionary shall notify the Executive Secretary.
- E. The missionary shall occupy half of Stateside assignment/furlough time visiting churches, reporting ministry activities and promoting BFM.

III. Procedure

- A. The missionary shall purchase a round trip air plane ticket designating dates of departure and return to the field before leaving for Stateside assignment/furlough .
- B. The missionary shall complete a "Stateside assignment/furlough Request Form" referenced in BFM Manual, Tab 10: Section VIII, Form H.
- C. The missionary shall work with the local sending church to secure housing and personal transportation during Stateside assignment/furlough .
- D. If local housing is unavailable or undesired, the missionary shall notify the Executive Secretary about securing the Balsam House in Lexington KY (1012 Balsam Drive).
 - 1. BFM shall maintain the Balsam House between occupancies by our missionaries, providing for insurance, upkeep, and utilities.

2. When a missionary lives in the Balsam House, the missionary is responsible for paying utility bills for the occupied months.
3. In case more than one missionary requests use of the Balsam House, occupancy shall be given to the missionary (1) who asks first for the same time and (2) whose furlough time is "most due."

IV. **Finances**

- A. Missionary ministry expense allowance shall continue during Stateside assignment/furlough .
- B. Missionary housing allowance of \$250/month shall be continued during Stateside assignment/furlough .

Grounds for Examination, Objections, and Censure of Missionaries

I. Responsibilities

A. Baptist Faith Missions Directors

1. enter into a partnership of commitment with our missionaries;
2. commit and promise to promote and raise the missionary's financial support from the supporting churches and other contributors as the Lord provides; and
3. relieve the missionary from having to solicit and raise financial support enabling him to concentrate on and apply himself to the mission work God has called him.
4. assume the responsibility of seeking explanations and requiring accountability for activities perceived to be contrary to and in violation of our ministry partnership as referenced in the Mutual Commitment of Mission Partnership and principles of the ministry of Baptist Faith Missions.
5. base objection or censure upon a clear principle of righteousness.

B. Baptist Faith Missions Directors do not

1. call, ordain, commission, and/or send missionaries. The Lord Jesus Christ does this through the Holy Spirit and work of churches.
2. dictate or control the missionary's ministry and especially the administration of an autonomous church.
3. want to appear petty or express personal preference. Matters of examination, objection, or censure should not violate or infringe upon the exercise of personal liberties which are permitted by freedom in the grace of Jesus Christ.

C. The Missionary

1. commits and promises to agree to the Mutual Commitment of Mission Partnership and principles of the ministry of Baptist Faith Missions.
2. agrees to principles of partnership and ministry when agreeing to receive financial support through Baptist Faith Missions.

D. Directors and Missionaries - we all represent each other to everyone who observes us and supports our ministries. Anything any one of us does, he does in the name of us all.

II. Grounds for Objections and/or Censure Toward a Missionary's Ministry:

A. The missionary

1. espouses doctrines or engages in practices which are contrary to the teachings of Scripture. Point of inquiry: "Is the missionary consistent with the Word of God in his personal life, his teaching, and the administration of his ministry?"
2. conducts a lifestyle, transactions, or relationships that are unethical or immoral, especially in the character traits of honesty, integrity, trust, and purity. *Point of inquiry: "Does the missionary engage in any activity that is dishonest, deceptive, or impure; or which creates appearances or perceptions of being so?"*
3. proves to be unfaithful to the commitments of responsibility and accountability made to the supporting churches who fund his ministry and/or the distinctive agreement of partnership as referenced in the Mutual Commitment of Mission Partnership and principles of the ministry of Baptist Faith Missions. *Point of inquiry: "Is the missionary fulfilling his commitments and doing everything he promised to do as his part as referenced in the Mutual Commitment of Mission Partnership and principles of the ministry of Baptist Faith Missions?"*
4. acts in any way that creates doubt or a lack of trust toward his commitment to the cooperative ministry as referenced in the Mutual Commitment of Mission Partnership and principles of the ministry of Baptist Faith Missions. *Point of inquiry: "Does the missionary create any perception or attitude that he can't be trusted, or is not committed to BFM? Are all relationships conducted with openness, integrity, and without deceit or subterfuge?"*
5. violates the standards of Christian example and Gospel witness that portray the public representation of Baptist Faith Missions and the character of ministry that Baptist Faith Missions promotes. *Point of inquiry: "Does the missionary conduct himself and his ministry in a manner that accurately portrays the kind of ministry we promote to the supporting churches and donors to Baptist Faith Missions? Does he jeopardize the reputation and trust we must maintain with our supporting churches?"*

Doctrinal Beliefs and Practices

- I. BFM directors and missionaries shall agree on core beliefs and convictions as described below for preaching the Gospel and establishing scriptural New Testament churches.
- II. The Philadelphia and New Hampshire Confessions of Faith shall be referenced as BFM statements of principles and practices.
- III. With respect to evangelism and missionary endeavor, we believe:
 - A. The Bible (the complete 66 books from Genesis to Revelation) is God's verbally inspired Word and is perfect, complete, and inerrant as originally written. It must serve as our final authority for everything we believe and do.
 - B. Every person is born in sin and continues to sin by nature and choice. Man, by nature, is absolutely incapable to produce any good work or righteousness of his own that God will accept to deliver him from God's just condemnation and holy punishment for his sin.
 - C. Salvation from sin (justification, forgiveness, and eternal life) is solely and wholly by God's sovereign grace. The sinner cannot earn, merit, or deserve receiving his salvation. All glory belongs to God and must be given to Him.
 - D. Sinners must hear the Gospel of Jesus Christ and personally repent from their sins and trust in our Lord Jesus Christ and His death, burial, and resurrection as the complete payment for their sins.
 - E. Jesus Christ's death on the cross is God's only provision for the remission of sin. The blood of Jesus Christ is God's satisfactory and sufficient substitutionary ransom for man's redemption from sin.
 - F. The Holy Spirit indwells those who are saved from the moment of regeneration and seals them forever as God's children. The Holy Spirit works in believers and through them to perfect God's will, complete God's redemptive purposes, and witness to the reality of God and His transforming eternal life.
 - G. All believers should obey and confess the Lord Jesus Christ by Scriptural immersion in water. Baptism identifies the believer with his Lord and Savior he confesses, the Gospel he believes, and the church by which he or she is baptized.
 - H. A New Testament church is a local congregation of scripturally baptized believers who are bound together by a common purpose and covenant with Jesus Christ as their Head to advance the Kingdom of God through their message, witness, and godly living.
 - I. Each New Testament church has the mandate to obey the Great Commission, to proclaim the Gospel, to make disciples of Jesus Christ, to baptize those who believe, to teach them doctrinal truth, and train them to serve Jesus Christ and obey all His commands.
 - J. The church should celebrate the ordinances of baptism and the Lord's Supper as memorials of the Gospel and not as grace-giving or saving sacraments.

- K. Each church is autonomous and is responsible and accountable only to obey their Head, the Lord Jesus Christ and to obey the teachings of the Scriptures.
- L. Each believer should actively serve Jesus Christ, minister to fellow believers, and witness to unbelievers through a local New Testament church.

Declaration of Faith of Baptist Faith Missions

Summary of Beliefs and Practices

I. THE SCRIPTURES

- A. We believe that the Holy Bible (consisting of the 66 books, Genesis through Revelation) was written by men divinely inspired by God through the Holy Spirit, and is a perfect treasure of heavenly instruction;
- B. that it has God for its author, salvation for its end, and truth without any mixture of error for its matter;
- C. that it reveals the principles by which God will judge us;
- D. and therefore is, and shall remain to the end of the world, the true center of Christian union, and the supreme standard by which all human teaching, conduct, creeds, and opinions should be tried.

II. THE TRUE GOD

- A. We believe that there is one, and only one living and true God, an infinite, intelligent Spirit, whose Name is JEHOVAH (YAHWEH), the Maker and Supreme Ruler of heaven and earth;
- B. He is inexpressibly glorious in holiness, incomprehensible in wisdom, and worthy of all possible honor, confidence, and love;
- C. that in the unity of Godhead there are three Persons, the Father, the Son, and the Holy Spirit;
- D. they are co-eternal and co-equal in every divine perfection, and executing distinct but harmonious offices in the great work of redemption.

III. THE FALL OF MAN

- A. We believe that man was created in holiness, under the law of his Maker, and in perfect agreement and fellowship with Him;
- B. but by voluntary transgression fell from that holy and happy state;
- C. in consequence of which all mankind are now sinners, not by constraint but by choice;
- D. being by nature utterly void of that holiness required by the law of God, positively inclined to evil, and therefore under just condemnation to eternal ruin, without defense or excuse.

IV. THE WAY OF SALVATION

- A. We believe that the salvation of sinners is wholly of grace through the Mediatorial Offices of the Son of God;
- B. who by the appointment of the Father, freely took upon Himself our nature, yet without sin;
- C. that He honored and obeyed the divine law by His personal obedience, and by His death made a full, satisfactory, and substitutionary atonement for our sins;
- D. that having risen from the dead, He is now enthroned in heaven in absolute glory, sovereignty, power, and majesty;
- E. and uniting in His wonderful Person the tenderest sympathies with divine perfections, He is in every way qualified to be a suitable, a compassionate, and an all-sufficient Savior.

V. JUSTIFICATION

- A. We believe that the great Gospel blessing which Christ secures to such as believe upon Him is justification;
- B. that justification includes the pardon of sin, and the promise of eternal life on principles of righteousness;
- C. that it is bestowed, not in consideration of or reward for any works of righteousness which we have done, but solely through faith in the Redeemer's blood given for us on the Cross, and by the power of eternal life secured by His resurrection from death;

- D. by virtue of which faith Jesus Christ's perfect righteousness is freely imputed to us by God;
- E. that it brings us into a relationship of most blessed peace and favor with God, and secures every other blessing needful for time and eternity.

VI. THE FREENESS OF SALVATION

- A. We believe that the blessings of salvation are made free to all who believe by the Gospel;
- B. that it is the immediate duty of all to accept them by a sincerely penitent and obedient faith;
- C. and that nothing prevents the salvation of the greatest sinner on earth, but his own inherent depravity and voluntary rejection of the Gospel;
- D. which rejection involves him in an aggravated condemnation, which he justly deserves.

VII. THE GRACE OF GOD IN REGENERATION

- A. We believe that in order to be saved, sinners must be regenerated, or born again;
- B. that regeneration consists of God's giving the believer a holy disposition, inclination, and ability to the mind and will;
- C. that it is effected in a manner above our comprehension by the power of the Holy Spirit, in connection with divine truth, so as to secure the love of our hearts and our voluntary obedience to the Gospel;
- D. and that its proper evidence appears in the holy fruits of repentance toward God, faith toward Jesus Christ, and a new way of life rendered by obedience to God from a heart of love and gratitude.

VIII. REPENTANCE AND FAITH

- A. We believe that repentance and faith are sacred duties, and also inseparable graces, worked in our souls by the regenerating Spirit of God;
- B. whereby being deeply convinced of our guilt, danger, and helplessness - and of the way of salvation through Jesus Christ, we turn to God with genuine contrition, confession, and supplication for mercy;
- C. at the same time heartily confessing that Jesus Christ is Lord, and receiving Him as our Prophet, Priest, and King, and relying upon Him alone as the only and all-sufficient Savior.

IX. GOD'S PURPOSE OF GRACE

- A. We believe that election is the eternal purpose of God by which He chose His people unto eternal life, not because of foreseen merit or worthiness in them, but because of His unconditional love, sovereign mercy, and free grace in Jesus Christ;
- B. according to His choice, He graciously saves sinners by calling, justifying, regenerating, sanctifying, and glorifying them;
- C. that it is a most glorious display of God's sovereign goodness, being infinitely free, wise, holy, and unchangeable;
- D. that it utterly excludes boasting and promotes humility, love, prayer, praise, trust in God, and active imitation of His free mercy; and that it may be ascertained by its spiritual effects in all who truly believe the Gospel;
- E. that it is the foundation of Christian assurance; and that to ascertain it with regard to ourselves demands and deserves the utmost diligence;
- F. that God's election is perfectly consistent with the free agency of man, and it comprehends all the means in connection with the purposed end;
- G. that God's election also ordains and arranges for all the practical human means by which the elect will come to faith in Jesus Christ, and that it encourages the confident and hopeful use of those means.

X. SANCTIFICATION

- A. We believe that sanctification is the process of spiritual growth and maturity by which, according to the will of God, we are made partakers of His holiness;

- B. that it is a progressive growth in human character and conduct into the likeness of Jesus Christ;
- C. that it begins in regeneration, and is worked out in the hearts and lives of believers by the presence and power of the Holy Spirit, the Sealer and Comforter, through the continual use of the appointed means, especially the Word of God, self-examination, self-discipline, watchfulness, and prayer.

XI. THE PERSEVERANCE OF BELIEVERS

- A. We believe that such only are real believers as continually and faithfully demonstrate their love for Christ and faith in Him through obedience;
- B. that their persevering attachment to Christ is the grand evidence which distinguishes them from superficial pretenders;
- C. that a special providence watches over their welfare, and that they are kept by the power of God through faith unto salvation.

XII. THE HARMONY OF THE LAW AND THE GOSPEL

- A. We believe that the law of God is the eternal and unchangeable rule of His moral government;
- B. that it is holy, just, and good as an expression of God's perfect character and holy will;
- C. and that the inability which the Scriptures ascribe to fallen men to fulfill its precepts arises entirely from their love of sin;
- D. and to deliver them from their disobedience, and to restore them through a Mediator to sincere and genuine obedience to the holy law of God is one great end of the Gospel, and also of the means of grace connected with the establishment and operation of the visible church.

XIII. A GOSPEL CHURCH

- A. We believe that a visible church of Jesus Christ is a congregation of baptized believers, associated by covenant in the faith and fellowship of the Gospel; observing the ordinances of Jesus Christ, governed by His laws, and exercising the gifts, rights, and privileges invested in them by His word;
- B. that it is a local and visible congregation and assembly, and not universal or invisible;
- C. that its only Scriptural officers are pastors (bishops and elders) and deacons, whose qualifications, claims, and duties are defined in the Epistles to Timothy and Titus (along with other relevant references);
- D. that the stated purposes of the church are: (1) to evangelize the lost through the witness of the Gospel; (2) to cultivate and express the worship of Jesus Christ; (3) to covenant together in a mutual fellowship and commitment to Jesus Christ and to each other to obey everything Jesus Christ has commanded us and practice everything He has taught us; (4) to develop disciples into the likeness of Jesus Christ through public instruction, personal counsel, and the mutual encouragement of exhortation, example, and support; (5) to train and equip believers to serve Jesus Christ both by the exercise of their gifts in the ministries of the church and through our witness to others.
- E. that churches of the kind Jesus Christ Himself established, authorized, and commissioned have existed in all ages of history, though they may have been identified by various names;
- F. that these churches have not only preserved "the faith once for all delivered to the saints" by Jesus Christ, but have also perpetuated themselves through faithful, deliberate, and diligent evangelism.

XIV. BAPTISM AND THE LORD'S SUPPER

- A. We believe that Christian baptism is the immersion in water of the believer, into the Name of the Father, the Son, and the Holy Spirit;
- B. that it shows forth by solemn and beautiful emblem our faith in the crucified, buried, and risen Savior with its practical effect-that is, our death to sin and resurrection to a new life;
- C. that the only Scriptural baptism is that which is administered by immersion through the authority of a local church founded and functioning according to the Scriptural and historical pattern of those churches now called "Baptist";
- D. that it is prerequisite to the privileges of a church relations and participation in the Lord's Supper;

- E. that the Lord's Supper is the other pictorial ceremony of the Gospel in which the members of the church body commemorate and celebrate together the dying love of Jesus Christ and the living union and unity of His body through the sacred sharing of the bread and the fruit of the vine;
- F. and that participation in this mutual service should be preceded by solemn self-examination, confession of sins, and renewal of commitment to Jesus Christ.

XV. THE GREAT COMMISSION

- A. We believe that the Great Commission is the supreme mandate of Jesus Christ to His churches and that it serves as a comprehensive, sufficient, and all-inclusive guide for all our purposes, ambitions, and activities through all ages until He comes again;
- B. and that Jesus Christ commands us to take our witness of His Gospel to every person in the world;
- C. and that this mission and mandate is the personal responsibility of every believer;
- D. and that our mission reaches first of all to those closest to us in our own immediate families, communities, and localities; and that it ultimately includes all the nations of the world;
- E. and that the lost peoples of the world cannot be saved apart from hearing the Gospel of Jesus Christ.

XVI. THE LORD'S DAY

- A. We believe that the first day of the week is the Lord's Day, and that it commemorates and celebrates the finished work and resurrection of Jesus Christ in the New Covenant and the new creation;
- B. and that the first day of the week was appointed by the Lord Jesus Himself and observed by the apostles and early church as the regular day for meeting and worship;
- C. and is to be prioritized and kept sacred for religious purposes by abstaining from all unnecessary secular labor and other distracting activities;
- D. and that our church ministries and spiritual exercises should be faithfully, regularly, and devoutly observed, both publicly and privately;
- E. and that our Lord's Day worship and service both signifies and prepares us for that rest that remains for the people of God.

XVII. CIVIL GOVERNMENT

- A. We believe that civil government is divinely appointed for the interests and good order of human society;
- B. and that those in positions of civil authority are to be prayed for, conscientiously honored, and obeyed, except only in things opposed to the will of our Lord Jesus Christ, who is the only Lord of the conscience and the Supreme Sovereign over all the powers and authorities in the earth.

XVIII. THE RIGHTEOUS AND THE WICKED

- A. We believe that there is a real, radical, and essential difference between the righteous and the wicked;
- B. that such only who through faith in Jesus Christ are justified from their sins, and who are sanctified by the Spirit of our God are truly righteous and therefore favorably considered by God through His grace;
- C. while all such who continue in impenitence and unbelief are in God's sight considered wicked, and under the curse of His condemnation;
- D. and that this distinction holds true among humanity both while they live and after they die.

XIX. THE WORLD TO COME

- A. We believe that the end of this world's society and operation is certainly and swiftly approaching;
- B. that at the Last Day, at God's appointed time, Jesus Christ will personally and visibly descend from heaven;
- C. that He will raise the dead from their graves to final reward or retribution;

- D. that a solemn separation will then take place;
- E. that the wicked will be condemned to eternal punishment, and the righteous will be rewarded by God's grace and according to His promise to endless joy in His Presence;
- F. and that this judgment will fix forever and irrevocably the final state of all people either in heaven or hell according to God's holy and righteous principles of justice, mercy, grace, and love.

Missionary

I. **Qualifications**

- A. Saved and evidence a calling from God and burden for foreign missions service.
- B. Ordained minister of the Gospel and demonstrates gifts of ministry recognized by his local home church.
- C. Experience either in church planting or pastoral experience and be committed to this kind of ministry.
- D. The local home church is a regular supporter of Baptist Faith Missions.
- E. Commissioned and sent by authority of his local home church, His home church shall formally request the Board of Directors to examine him and approve him for financial support from contributing churches.
- F. Shall be married. His wife shall be above reproach, not a slanderer, sober-minded, and faithful in all things.
- G. Neither the husband nor the wife may have a living former spouse.
- H. Both husband and wife shall provide and maintain testimonies concerning their salvation, baptism by a Baptist church, and faithful service background in Baptist churches.
- I. Both husband and wife shall demonstrate and maintain a willingness to go and stay on their chosen mission field.
- J. Both husband and wife shall express and maintain agreement without reservation to BFM Doctrinal Beliefs and Practices and commit that their ministry shall be consistent with the Statement of Faith.
- K. Both husband and wife shall conduct a lifestyle, transactions, and relationships that are ethical and moral, especially in the character traits of honesty, integrity, trust, and purity.
- L. Both husband and wife shall be committed to BFM historical and scriptural distinctives and philosophy of operation.

II. **Overall responsibility**

Matthew 28:19-20: Go into their field of service teaching to observe all things that Jesus commanded baptizing those who profess trust in Christ in the name of the Father, Son, and Holy Spirit.

III. **Key areas of responsibilities**

- A. Preach and teach God's Word in their field of service.
- B. Perform church planting as the Lord provides.
- C. Review the field of service language(s) and culture.
- D. Develop discipleship programs.
- E. Assist with music ministry.

IV. Reports to

- A. Local sending Baptist Church
- B. Baptist Faith Missions Board of Directors

V. Consults with

- A. Local sending church pastor
- B. Board of Directors
- C. Veteran missionaries of like faith and practices
- D. Local cultural experts

VI. Missionary applicants shall be extensively interviewed as part of the application process concerning doctrinal and practical convictions and how their missionary ministry will be conducted.

VII. Both husband and wife shall sign the Mutual Commitment of Mission Partnership (Section VIII: Forms, F) entered into with the Board of Directors every 3 years.

VIII. Each missionary shall send a monthly report to the local sending church and The Mission Sheets. This may be the same correspondence.

IX. Each missionary shall complete the Goals and Objectives Form (Tab 9: Section VII: Ministry Goals and Objectives, A. Missionary) and meet with the Board of Directors during each furlough.

X. Missionaries are encouraged not to go more than 5 years without returning for Stateside assignment/furlough . Refer to Section III, Policy I, Stateside assignment/furlough .

Executive Secretary

ROLES AND RESPONSIBILITIES

I. Qualifications

- A. Member Board of Directors.
- B. Member Executive Committee

II. Key Roles and Responsibilities

- A. **ACCOUNTS** – Maintain and manage all financial accounts held in the name of BFM
 - a. MASTER ACCOUNT
 - b. MISSIONARIES' ESCROW S ACCOUNT
 - c. CONTRIBUTIONS ACCOUNT
 - d. TREASURER'S EXPENSES ACCOUNT
 - e. BLOC-BUSINESS LINE OF CREDIT
 - f. CREDIT CARD
- B. **INVESTMENT ACCOUNTS** – maintain and manage funds deposited in BFM investment accounts
 - a. RETIREMENT/PENSION ACCOUNT
 - b. AUXILIARY ACCOUNT
- C. **DISBURSEMENTS** – Executive Secretary, along with the Assistant Executive Secretary, is the official legal signer authorizing all disbursements made in the name of BFM
- D. **MISSION SHEETS**
 - a. Coordinate reception of the missionaries' monthly newsletters to be received also by the MS Publisher to be posted on the website, Facebook, and to be composed into the copy of the monthly MS for printing
 - b. Coordinate with the printer for the scheduling and printing of the MS
 - c. Coordinate with the distributor for the sorting, bundling, and addressing of the MS for mailing
 - d. Maintain funds in the mailing Post Office for bulk mailing postage accounts
- E. **CORRESPONDENCE**
 - a. Maintain correspondence with the missionaries re: their questions, needs, and issues they need to have addressed
 - b. Coordinate correspondence between missionaries and Directors for issues requiring the Directors' input or counseling
- F. **SOCIAL MEDIA** – Correspond and coordinate with the manager of the website and Facebook re: updates, notices, and reports to be posted on: website, Facebook, Insider's Report (these are periodic email blasts sent out to a contact list of BFM supporters and friends)
- G. **LEGAL DOCUMENTS**
 - a. The Executive Director is the official signer for legal transactions made in the name of BFM
 - b. Provides legal documents required by missionaries for residency or applications for travel visas to verify their association, endorsements, support, and income received from BFM

H. BALSAM FURLOUGH HOME

- a. Provide for the maintenance of the missionary furlough home at 1012 Balsam Drive, Lexington KY 40504
- b. Oversee and schedule repairs and maintenance
- c. Pay monthly utility bills when not occupied by a furloughing missionary
- d. Pay the annual homeowner's insurance premium
- e. Schedule occupancy for Balsam Furlough Home

I. DEBIT RECEIPTS

- a. These are receipts for online contributions made to BFM via our website
- b. Online contributions are deposited directly into the Contribution Deposit account which is accessed by the Treasurer
- c. The online transaction program will automatically generate and send two email receipts: (1) to the contributor, and (2) to the Executive Secretary as the administrator of the website
- d. Since the Treasurer receives the contribution deposit but not the contributor's name and offering designation, the Executive Secretary forwards those receipts to record that information

J. MISSIONARIES' MONTHLY DEPOSITS

- a. Receive the Monthly Contribution Record from the Treasurer
- b. Electronically transfer the month's contributions from the Contribution Deposit account to the Master Account
- c. Calculate the amounts to be applied to each missionary's salary by adding up the amount which must be supplied from the monthly General Fund contributions and the in Memorium offerings
- d. If these total accrued offerings are not sufficient to meet the Tier 1 threshold, then additional reductions must be calculated, attempting to be as fair and equitable as possible to each individual missionary
- e. Calculate each missionary's monthly deposit on the Monthly Payroll spreadsheets
- f. Write each missionary's deposit check into his Chase account
- g. Scan each missionary's monthly deposit record with his contribution page and attach to an email to be sent to the missionary

K. PERIODIC IRS REPORTING RETURNS/FORMS

- a. Quarterly
 - i. Form 941 must be completed quarterly to pay premiums for tax withholdings for Federal income tax, Social Security FICA, Medicare, State income tax, City tax, and School tax
- b. Annually
 - i. Forms 1099 and W2/W3 for missionaries, employees, and service providers
 - ii. Form 990 for Non-Profit 501(c)3 for reporting total contributions, total disbursements and how those disbursements are allocated

L. ANNUAL FINANCIAL REPORT AND AUDIT – This report must be prepared and distributed annually, usually presented at the Spring Missions Conference to record and account for all financial contributions and disbursements for the year.

M. ANNUAL REPORT OF INCORPORATION – File and renew this incorporation registration with the Kentucky Secretary of State

III. **Consults with**

- A. Board of Directors
- B. Executive Committee

IV. **Reports to**

- A. Board of Directors
- B. Executive Committee

V. **The Executive Secretary** shall complete the Goals and Objectives Form (Tab 9: Section VII: Ministry Goals and Objectives, B. Executive Secretary) and submit it to the Board of Directors every 2 years.

Mission Representative

I. Qualifications

- A. Member of Board of Directors.
- B. Appointed by Board of Directors.
- C. Willing and able to travel.
- D. Willing and able to attend at least 2 BFM sponsored conferences yearly.
- E. Demonstrates planning, organizing, writing and public speaking skills.
- F. Demonstrates ability to use visual presentation equipment.
- G. Portrays a professional public appearance.
- H. Exhibits interpersonal skills.

II. Overall responsibility

- A. Ambassador to our supporting churches on behalf of our missionaries to encourage their continued support; to prospective supporting churches to inform them about the ministries of our missionaries and encourage them to cooperate with us to support our missionaries through prayer and offerings.
- B. Liaison between our directors and missionaries and our supporting churches and contributors; to act as a “personal bridge” of communication; to promote the closest and best working relationship among our missionaries, directors, and supporting churches.
- C. Messenger between our churches and directors; to report back to the directors concerning means by which we can improve our communications and relations with our supporting churches and contributors.

III. Key areas of responsibility

- A. Attends Board of Directors' meetings to present activity reports and provide counsel toward improving and strengthening the ministry.
- B. Corresponds with missionaries to keep abreast of current projects and needs on the fields.
- C. Sends reports to be published in The Mission Sheets to include churches visited, new supporting churches, updates from supporting churches such as change of pastors or needs of pastors, encouragements, blessings, exhortations, etc.
- D. Acts as a mediator when needed to help resolve misunderstandings and conflicts between missionaries and supporting churches.
- E. Develops visual presentations of Baptist Faith Mission's ministry utilizing the most interesting methods that are available and feasible for use.

- F. Maintains a calendar for appointments and schedules visits with interested churches and persons to present the ministry of Baptist Faith Missions.
- G. Seeks and solicits contact referrals to other prospective pastors and churches for a presentation of Baptist Faith Missions' ministry.
- H. Maintains a database of contact information of contributors and prospective contributors to share with other directors and missionaries of Baptist Faith Missions for further correspondence and communications.
- I. Assists in the development of promotional materials about the mission work such as videos, brochures, and church displays.
- J. Sets up an information booth to introduce and present our ministry at Bible and Missions Conferences.
- K. Acts as a recruiting agent to inform, encourage, and enlist potential missionaries.

IV. **Reports to**

- A. Board of Directors
- B. Executive Committee

V. **Consults with**

- A. Board of Directors
- B. Executive Committee

Mission Sheets Publisher

I. Qualifications

The Mission Sheets Publisher shall possess excellent grammatical and proof reading skills to ensure material submitted is clear and consistent, complete and credible, and that text is well written, grammatically correct and accessible.

II. Key areas of responsibility

- A. Works with Mission Sheets Editor to design and proof final document for printing.

III. Reports to

- A. Executive Secretary
- B. Executive Committee

IV. Consults with

- A. Executive Secretary
- B. Executive Committee

Web Publisher

I. Qualifications

- A. Skills required include elements of graphic design, desktop publishing and web development.

II. Key areas of responsibility

- A. Front-end development of the BFM web site including designing the part of the web site visitors see.

III. Reports to

- A. Executive Secretary
- B. Executive Committee

IV. Consults with

- A. Executive Secretary
- B. Executive Committee

President

I. **Qualifications**

- A. Served on the Board of Directors for at least 2 years before assuming the President position.
- B. Demonstrates organizational and leadership skills.
- C. Visionary.

II. **Key areas of responsibility**

- A. Serve as Chairman of the Board of Directors.
- B. Coordinates and oversees activities of the Mission.
- C. Presides at meetings.

III. **Reports to**

- A. Board of Directors
- B. Executive Committee

IV. **Consults with**

- A. Board of Directors
- B. Executive Committee

Treasurer

I. Qualifications

- A. Served on Board of Directors for at least 2 years before assuming the Treasurer position.

II. Key areas of responsibility

- A. Receives, records, and deposits offerings sent to BFM.
- B. Maintains a bank account in the name of Baptist Faith Missions.
- C. Keeps a historical as well as current record of all deposits and disbursements showing names and addresses of contributors, amounts sent, and designations for use of offerings.
- D. Sends receipts to all contributors.
- E. Deposits offerings in an account to be closed at the end of each month.
- F. Sends total month's receipts to the Executive Secretary accompanied by a report detailing the designated purpose and use for each offering.
- G. Validates net amount on hand in the treasury at all times.

III. Reports to

- A. Board of Directors
- B. Executive Committee

IV. Consults with

- A. Board of Directors
- B. Executive Committee

Board of Directors

I. Qualifications

- A. Active member of a BFM regularly supporting Baptist church.
- B. Serves with the consent and under the authority of a BFM regular supporting Baptist church.
- C. Willing and able to actively participate in at least 2 business meetings yearly.
- D. Willing and able to attend at least 2 BFM sponsored conferences yearly.
- E. Agrees without reservation to Doctrinal Beliefs and Practices as well as Statement of Faith.
- F. Thoroughly acquainted with BFM's legacy and heritage, either by past personal experience and fellowship or by consultations with Directors.
- G. Committed to BFM historical and scriptural distinctives and philosophy of operation.
- H. Willing to recommend and promote BFM missionaries to acquaintances and associates.
- I. Works cooperatively and harmoniously with other directors by contributing wisdom, counsel, and practical plans for improving, advancing, and enhancing the missionary outreach and effectiveness of Baptist Faith Missions.

II. Overall responsibilities

- A. Improve, advance, and enhance missionary outreach and effectiveness of Baptist Faith Missions.
- B. Administer contributing churches' offerings in a manner consistent with common convictions of the churches.
- C. Commitment to policies and precedents that produce maximum Mission effectiveness for financial investments.

III. Key areas of responsibility

- A. Appoint out of their number a President, an Executive Secretary, and a Treasurer as officers. These officers shall carry on the work of BFM as directed to do so by the Board of Directors.
- B. New officers or directors shall be appointed by remaining directors. In case of complete vacancies, pastors of Baptist churches supporting BFM regularly, shall appoint new directors.
- C. Meetings shall be held as deemed necessary by the officers or directors. A majority (more than half of total members) shall constitute a quorum.
- D. Review the BFM Policy and Procedures Manual every 2 years.
- E. Actively promote BFM missionaries among supporting churches and seek through available means to ensure their ministry needs are supplied.
- F. Honor and support BFM missionaries and not restrict or impede their liberty of conscience to follow the leadership of the Holy Spirit concerning their field of ministry.

- G. Honor and support how BFM missionaries conduct their ministry activities unless they violate clear teachings of Scriptures, doctrine distinctives, compromise personal and public integrity and the Mutual Commitment of Mission Partnership entered into with the Directors of Baptist Faith Missions.

IV. Reports to

- A. BFM Executive Committee

V. Consults with

- A. Pastors of contributing Baptist churches.

VI. There shall be no more than fifteen directors.

VII. A representative from each missionary's local sending church shall be invited to be an ad-hoc nonvoting member to represent their missionary's needs.

VIII. Each member shall sign the Board of Directors Intent to Serve form every 3 years (Tab 10: Section VIII: Forms, E).

IX. Each member shall sign the Mutual Commitment of Mission Partnership form every 3 years (Tab 10: Section VIII: Forms, F).

X. The Executive Committee shall approve the Board of Directors job description and subsequent revisions every 2 years.

The Executive Committee

I. **Qualifications**

- A. Member of Board of Directors.
- B. Appointed by Board of Directors.

II. **Key areas of responsibility**

- A. Make transactions which are immediately necessary to facilitate decisions and policies already approved by the Board of Directors.

III. **Consults with**

- A. Board of Directors

IV. The Executive Committee includes the President, Executive Secretary and Treasurer.

V. Meetings may be called by any member of the Executive Committee.

VI. The Board of Directors shall approve the Executive Committee job description and subsequent revisions every 3 years.

Shall not make or change policies without the approval of the Directors. [*Effective 12 April 2010*: The Executive Committee shall include also the Vice-President, Assistant Secretary, and Assistant Treasurer.]

Mission Sheets Editor

I. Job Description

The Mission Sheets Editor's main responsibility is for the style and content of the publication. The role of the editor is managerial, with responsibility for the entire content of the publications. Responsibility may also include making sure that the production process runs smoothly and making sure that publications are printed on time.

II. Qualifications

- A. Shall be either one of the Directors or another person whom the Directors choose.

III. Key areas of responsibility

- A. Receives monthly letters and reports from missionaries along with full report of offerings, contributors, and designations.
- B. Edits and proofs missionary letters and reports for printing.

III. Reports to

- A. Executive Secretary
- B. Executive Committee

IV. Consults with

- A. Executive Secretary
- B. Executive Committee

Missionary Goals and Objectives (Two-Year Review)

Rate on a Scale of 1 to 5

1=Unsatisfactory; 2=Fair; 3=Satisfactory; 4=Outstanding; 5=Exceptional

Missionary and Wife Names: Click here to enter text.	Date: Click here to enter a date.				
Field of Service: Click here to enter text.					
1. Performs church planting.	1 = <input type="checkbox"/>	2 = <input type="checkbox"/>	3 = <input type="checkbox"/>	4 = <input type="checkbox"/>	5 = <input type="checkbox"/>
Examples: Click here to enter text.					
2. Maintains testimonies concerning their salvation and faithful service background.	1 = <input type="checkbox"/>	2 = <input type="checkbox"/>	3 = <input type="checkbox"/>	4 = <input type="checkbox"/>	5 = <input type="checkbox"/>
Examples: Click here to enter text.					
3. Maintains a willingness to stay on their chosen mission field.	1 = <input type="checkbox"/>	2 = <input type="checkbox"/>	3 = <input type="checkbox"/>	4 = <input type="checkbox"/>	5 = <input type="checkbox"/>
Examples: Click here to enter text.					
4. Maintains agreement without reservation to BFM Doctrinal Beliefs and Practices and commits their ministry shall be consistent with the Statement of Faith.	1 = <input type="checkbox"/>	2 = <input type="checkbox"/>	3 = <input type="checkbox"/>	4 = <input type="checkbox"/>	5 = <input type="checkbox"/>
Examples: Click here to enter text.					
5. Conducts a lifestyle, transactions, and relationships that are ethical and moral, especially in the character traits of honesty, integrity, trust, and purity.	1 = <input type="checkbox"/>	2 = <input type="checkbox"/>	3 = <input type="checkbox"/>	4 = <input type="checkbox"/>	5 = <input type="checkbox"/>
Examples: Click here to enter text.					
6. Committed to BFM historical and scriptural distinctives and philosophy of operation.	1 = <input type="checkbox"/>	2 = <input type="checkbox"/>	3 = <input type="checkbox"/>	4 = <input type="checkbox"/>	5 = <input type="checkbox"/>
Examples: Click here to enter text.					
7. Proficient in field of service language(s) and culture.	1 = <input type="checkbox"/>	2 = <input type="checkbox"/>	3 = <input type="checkbox"/>	4 = <input type="checkbox"/>	5 = <input type="checkbox"/>
Examples: Click here to enter text.					
8. Develops discipleship programs.	1 = <input type="checkbox"/>	2 = <input type="checkbox"/>	3 = <input type="checkbox"/>	4 = <input type="checkbox"/>	5 = <input type="checkbox"/>
Examples: Click here to enter text.					
9. Assists with music ministry.	1 = <input type="checkbox"/>	2 = <input type="checkbox"/>	3 = <input type="checkbox"/>	4 = <input type="checkbox"/>	5 = <input type="checkbox"/>
Examples: Click here to enter text.					
10. Sends monthly report of activities to local sending Baptist Church.	1 = <input type="checkbox"/>	2 = <input type="checkbox"/>	3 = <input type="checkbox"/>	4 = <input type="checkbox"/>	5 = <input type="checkbox"/>
Examples: Click here to enter text.					
11. Sends monthly report of activities to the Mission Sheets.					
Examples: Click here to enter text.					

12. Communicates with Executive Secretary concerns and needs.	1 = <input type="checkbox"/>	2 = <input type="checkbox"/>	3 = <input type="checkbox"/>	4 = <input type="checkbox"/>	5 = <input type="checkbox"/>
Examples: Click here to enter text.					
13. Consults with:					
a. Local sending church pastor	1 = <input type="checkbox"/>	2 = <input type="checkbox"/>	3 = <input type="checkbox"/>	4 = <input type="checkbox"/>	5 = <input type="checkbox"/>
b. BFM Board of Directors	1 = <input type="checkbox"/>	2 = <input type="checkbox"/>	3 = <input type="checkbox"/>	4 = <input type="checkbox"/>	5 = <input type="checkbox"/>
c. Veteran missionaries of like faith and practices	1 = <input type="checkbox"/>	2 = <input type="checkbox"/>	3 = <input type="checkbox"/>	4 = <input type="checkbox"/>	5 = <input type="checkbox"/>
d. Local cultural experts	1 = <input type="checkbox"/>	2 = <input type="checkbox"/>	3 = <input type="checkbox"/>	4 = <input type="checkbox"/>	5 = <input type="checkbox"/>
Examples: Click here to enter text.					
14. Demonstrates organizational skills to meet demands of field of service.	1 = <input type="checkbox"/>	2 = <input type="checkbox"/>	3 = <input type="checkbox"/>	4 = <input type="checkbox"/>	5 = <input type="checkbox"/>
Examples: Click here to enter text.					
15. Demonstrates awareness of personal strengths and weaknesses.	1 = <input type="checkbox"/>	2 = <input type="checkbox"/>	3 = <input type="checkbox"/>	4 = <input type="checkbox"/>	5 = <input type="checkbox"/>
Examples: Click here to enter text.					
16. Prepares an annual summary of activities.	1 = <input type="checkbox"/>	2 = <input type="checkbox"/>	3 = <input type="checkbox"/>	4 = <input type="checkbox"/>	5 = <input type="checkbox"/>
Examples: Click here to enter text.					
17. Signs & submits the Mutual Commitment of Mission Partnership every 3 years.	1 = <input type="checkbox"/>	2 = <input type="checkbox"/>	3 = <input type="checkbox"/>	4 = <input type="checkbox"/>	5 = <input type="checkbox"/>
Examples: Click here to enter text.					
18.	1 = <input type="checkbox"/>	2 = <input type="checkbox"/>	3 = <input type="checkbox"/>	4 = <input type="checkbox"/>	5 = <input type="checkbox"/>
Examples: Click here to enter text.					

Previous Goals

	Met	Not Met
1.		
2.		
3.		
4.		
5.		

Comments:

Current Goals

1.
2.
3.
4.
5.

Comments:

I do _____ do not _____ agree with this review.

Missionary & Wife Signature

Board of Directors Signature

Board of Directors Signature

Board of Directors Signature

Executive Secretary Goals and Objectives (Two-Year Review)

Rate on a Scale of 1 to 5

1=Unsatisfactory; 2=Fair; 3=Satisfactory; 4=Outstanding; 5=Exceptional

Name: Click here to enter text.	Date: Click here to enter a date.				
1. Keeps a record of all business meeting minutes.	1 = <input type="checkbox"/>	2 = <input type="checkbox"/>	3 = <input type="checkbox"/>	4 = <input type="checkbox"/>	5 = <input type="checkbox"/>
Examples: Click here to enter text.					
2. Carries on general correspondence with missionaries and others regarding interests of the Mission.	1 = <input type="checkbox"/>	2 = <input type="checkbox"/>	3 = <input type="checkbox"/>	4 = <input type="checkbox"/>	5 = <input type="checkbox"/>
Examples: Click here to enter text.					
3. Facilitates daily administration of the Mission work.	1 = <input type="checkbox"/>	2 = <input type="checkbox"/>	3 = <input type="checkbox"/>	4 = <input type="checkbox"/>	5 = <input type="checkbox"/>
Examples: Click here to enter text.					
4. Receives from the Treasurer complete monthly accounts of all offerings received during that month along with a report of how those funds should be disbursed, and make all disbursements according to the contributors' designations.	1 = <input type="checkbox"/>	2 = <input type="checkbox"/>	3 = <input type="checkbox"/>	4 = <input type="checkbox"/>	5 = <input type="checkbox"/>
Examples: Click here to enter text.					
5. Maintains a perpetual record of all deposits and disbursements showing the net amount on hand in the treasury at all times. .	1 = <input type="checkbox"/>	2 = <input type="checkbox"/>	3 = <input type="checkbox"/>	4 = <input type="checkbox"/>	5 = <input type="checkbox"/>
Examples: Click here to enter text.					
6. Presents a detailed accounting and audit of all funds received and disbursed during each fiscal year at a designated business meeting after the close of the current fiscal year.	1 = <input type="checkbox"/>	2 = <input type="checkbox"/>	3 = <input type="checkbox"/>	4 = <input type="checkbox"/>	5 = <input type="checkbox"/>
Examples: Click here to enter text.					
7. Discusses with Executive Committee each missionary's request for furlough.	1 = <input type="checkbox"/>	2 = <input type="checkbox"/>	3 = <input type="checkbox"/>	4 = <input type="checkbox"/>	5 = <input type="checkbox"/>
Examples: Click here to enter text.					
12. Consults with:					
a. Local sending church pastors	1 = <input type="checkbox"/>	2 = <input type="checkbox"/>	3 = <input type="checkbox"/>	4 = <input type="checkbox"/>	5 = <input type="checkbox"/>
b. BFM Board of Directors	1 = <input type="checkbox"/>	2 = <input type="checkbox"/>	3 = <input type="checkbox"/>	4 = <input type="checkbox"/>	5 = <input type="checkbox"/>
14. Demonstrates organizational skills to meet demands of field of service.	1 = <input type="checkbox"/>	2 = <input type="checkbox"/>	3 = <input type="checkbox"/>	4 = <input type="checkbox"/>	5 = <input type="checkbox"/>
Examples: Click here to enter text.					
15. Demonstrates awareness of personal strengths and weaknesses.	1 = <input type="checkbox"/>	2 = <input type="checkbox"/>	3 = <input type="checkbox"/>	4 = <input type="checkbox"/>	5 = <input type="checkbox"/>

Examples: Click here to enter text.					
16. Prepares an annual summary of activities.	1 = <input type="checkbox"/>	2 = <input type="checkbox"/>	3 = <input type="checkbox"/>	4 = <input type="checkbox"/>	5 = <input type="checkbox"/>
Examples: Click here to enter text.					
17. Other:	1 = <input type="checkbox"/>	2 = <input type="checkbox"/>	3 = <input type="checkbox"/>	4 = <input type="checkbox"/>	5 = <input type="checkbox"/>
Examples: Click here to enter text.					

Previous Goals	Met	Not Met
1.		
2.		
3.		
4.		
5.		

Comments:

Current Goals	Met	Not Met
1.		
2.		
3.		
4.		
5.		

Comments:

I do _____ do not _____ agree with this review.

Executive Secretary Signature

Board of Directors Signature

Board of Directors Signature

Board of Directors Signature

Executive Secretary Goals & Objectives
Originated 2014
rj

Application

Prospective Candidate for Missionary

Instructions: Both husband and wife shall complete this form.

Name _____ Date _____

Address _____

City _____ State _____ Zipcode _____

Telephone numbers: Home _____ Office _____

Cell _____

Fax _____

Email: _____

1. Is the missionary candidate an ordained minister of the Gospel?
2. Name of local home church.
3. Has your local home church recognized your gifts of ministry? Explain.
4. Briefly describe your salvation and baptism including which church baptized you.
5. Have you read the Declaration of Faith as well as the Doctrinal Beliefs and Practices?
6. Will your ministry be consistent with principles described therein?
7. Does your local home church regularly support Baptist Faith Missions?
8. Is your local home church willing and able to assist in fulfilling the following:
 - Regularly pray for you and your family.
 - Maintain a close relationship with you and your ministry.
 - Ensure you complete language training before initial setup on the ministry site.
 - Provide transportation and moving expenses for your initial setup on the ministry site.
 - Cover furlough transportation expenses to and from the field for you and your family.
 - Support of your monthly income.
 - Read the monthly report sent by you to the church congregation.
 - Assign a responsible church member who is willing and able to be an active member of the Board of Directors representing your needs.
9. Do you agree to be interviewed as part of the application process concerning your doctrinal and practical convictions about how your missionary ministry will be conducted?

10. Have you or your wife been married before?
11. Does either of you have a living former spouse?
12. Names and birth dates of your children.
13. Which of your children will accompany you to the mission field?
14. Do you have personal debt in an amount that would be distracting to your missionary service; or that would jeopardize your testimony through possibility of default; or that would be difficult for you to pay off with a missionary's salary? Missionary applicants must agree to a background check with the Credit Bureau on his/their credit history.
15. Describe the general condition of your health and any chronic physical afflictions you may have and/or any regular medications you are taking. Missionary applicants must undergo a physical examination at BFM's expense.
16. Is there any incident or accusation which we may discover during our inquiry that you wish to explain or tell us about:
 - Anything that may create the appearance or perception of moral failure or scandal?
 - Anything that may detract from your influence and effectiveness as a missionary?
 - Anything that may reflect negatively on the integrity and reputation of Baptist Faith Missions?
17. List your education/training background and certificates/diploma/degrees obtained.

18. List the 4 most recent churches where you have recently pastored / ministered / served. Provide the following information:

Church Name _____

Address _____

Phone number _____ Email: _____

Time period you served: From: _____ To: _____

Pastor during your time of service _____

Your ministry _____

Church Name _____

Address _____

Phone number _____ Email: _____

Time period you served: From: _____ To: _____

Pastor during your time of service _____

Your ministry _____

Church Name _____

Address _____

Phone number _____ Email: _____

Time period you served: From: _____ To: _____

Pastor during your time of service _____

Your ministry _____

Church Name _____

Address _____

Phone number _____ Email: _____

Time period you served: From: _____ To: _____

Pastor during your time of service _____

Your ministry _____

19. Explain why BFM should assist in sponsoring your ministry.

20. If approved for assistance, are you and your spouse willing to visit supporting churches during Stateside assignment/furlough?

21. Submit a copy of business meeting minutes or formal resolution from your sending church stating that they recognize and respect your calling to your field of ministry and their recommendation of you to this ministry.

22. Submit three letters of recommendation describing your character, your faithfulness in ministry in the church, and your preparedness for the ministry:
 - One of three letters should be from your pastor. If you are the pastor of your sending church, another member or other members of the church where you are currently ministering shall write letters on behalf of the church.

 - Two other letters should be from persons (pastors or ministry leaders) who are familiar with your character, gifts, and service.

Application for Board of Directors

Name _____ Date _____

Address _____

City _____ State _____ Zipcode _____

Telephone numbers: Home _____ Office _____

Cell _____

Fax _____

Email: _____

1. Please provide a brief testimony concerning your faith in Jesus Christ and your salvation experience.
2. When, where, and by what church were you baptized?
3. Are you married / and to whom?
4. Has either you or your wife ever been divorced and remarried?
5. What church are you presently serving in and in what capacity?
6. Provide a brief history of the churches (and pastors) you have served and the ministry/service roles you fulfilled in those churches.
7. Have you thoroughly read our Doctrinal Statement of Beliefs and Practices, and are you in agreement with each article without reservation?

8. Are you willing to conduct your decisions and participation with the Directors of Baptist Faith Missions according to these Scriptural beliefs and practices?
9. What association have you had with Baptist Faith Missions over recent years?
10. Are you presently involved with supporting missionaries who are financed through Baptist Faith Missions? If so, which missionaries and by what ways and means?
11. Have you read the Purposes and Goals of Baptist Faith Missions?
12. Do you agree to uphold these Purposes and Goals?
13. Have you read the job description for Directors of Baptist Faith Missions?
14. Do you agree to follow this job description?
15. Have you read the Director's Intent to Serve?
16. Do you agree to follow these intents?
17. Are you willing to commit your time and interests to Missions activities?
18. Are you willing to uphold BFM established policies, principles, and precedents?
19. Is your church in agreement with your serving with Baptist Faith Missions?
20. Will you serve with your church approval and authority?

21. Will your church agree to continue to pray for and financially support Baptist Faith Missions?

22. Will you commit to attend at least the 2 BFM sponsored conferences per year when Directors meet for business meetings to pray, discuss, and deliberate issues concerning our missionaries' ministries? These 2 conferences are the Thanksgiving Conference in Dearborn Height, MI, and Spring Conference in Lexington, KY.

23. Why do you believe the Holy Spirit and the Lord Jesus Christ as the Lord of His Harvest are leading you to join Mission interests and activities with the Directors of Baptist Faith Missions to work with us to advance the cause of Jesus Christ and His Gospel to the nations of the world?

Guidelines for Selection of a Director Candidate

Following are guidelines for choosing a new Director. They have been suggested by meditation on Scriptures such as

Matthew 9.36-38
Acts 1.24
Acts 6.3

Acts 16.2
1 Timothy 3.1-7
and others.

- I. The Director Candidate shall serve with the other Directors to promote and advance the ministry of BFM and should:**
 - A. seek God's will for his life and ministry through prayer and application of the Word of God.
 - B. have demonstrated a love for missions and evangelistic outreach.
 - C. have demonstrated wisdom and prudence in counsel.
 - D. be able to contribute the wisdom of practical individuality and originality; while at the same time exercise reasonableness, patience, and cooperation in dealing with others.
 - E. preferably (though not necessarily) be someone with pastoral connections who can help promote the ministry of BFM among his associates with his influence.

- II. Since the Director shall serve for life, he should be:**
 - A. someone who is well-known, proven through experience, who has a good reputation among the brethren, and who has won their confidence through his previous service and faithfulness.
 - B. someone who has established a pattern of personal integrity and good works.

- III. Since the Director shall serve as a personal representative for BFM, he should be:**
 - A. a man of irreproachable character and integrity.
 - B. a man with a demonstrated appreciation for BFM's ministry.
 - C. committed to our Statement of Beliefs and Practices without reservation;
 - D. thoroughly acquainted and in agreement with our heritage, historical and Scriptural distinctives, and philosophy of operation.

- IV. The Director shall be given the liberty to resign at any time of his choosing if he believes that he cannot give this responsibility the commitment which is necessary to faithfully fulfill it.**

Selecting a New Director

I. Number of Directors

- A. Directors shall number no more than 15.

II. Presentation of Prospective Candidates

- A. At an announced time, all Directors shall be given opportunity to present prospective candidates for prayerful consideration.
- B. Directors shall prayerfully and deliberately consider all candidates presented seeking the Lord's will.

III. Consensus of a Choice

- A. After consideration, a potential candidate shall be contacted by an appointed representative among the Directors to request completion of the Prospective Candidate for Board of Directors Application.
- B. Directors shall review the completed Prospective Candidate for Board of Directors Application.
- C. Directors shall discuss spiritual impressions and conclusions concerning at a business meeting.
- D. A consensus of agreement shall be reached through these discussions.
- E. Leadership of the Holy Spirit shall be discerned by consensus of His affirmation among Directors.

IV. Motion for Nomination and Consideration

- A. After consensus has been reached, a Director shall propose a motion to nominate the prospective candidate.
- B. The candidate shall be approved for consideration by no less than a 75% approval vote.

V. Examination and Consideration

- A. The approved candidate shall be contacted by an appointed representative among the Directors to discuss the following: (1) the completed Prospective Candidate for Board of Directors Application, (2) the Board of Directors job description, and (3) the Board of Directors Intent to Serve form to determine his agreement for appointment.
- B. If the candidate is not well-known to Directors, a personal get-acquainted interview shall be scheduled to permit conversation and questions.

VI. **Final Acceptance Vote**

- A. If the approved candidate (1) meets qualifications as described in the Board of Directors job description, (2) signs the Board of Directors Intent to Serve form, and (3) the majority of Directors are satisfied with the personal interview, a 75% final acceptance vote shall be met.
- B. The newly-appointed Director's service shall be effective immediately.
- C. If conflicting problems arise either in the follow-up examinations or the candidate's unwillingness or inability to serve as Director, his nomination and consideration shall be discontinued and selection process will begin again.

Board of Directors Intent to Serve Form

Instructions: Complete every 3 years.

As a member of Baptist Faith Missions Board of Directors:

- I am willing and able to actively participate in at least 2 business meetings yearly.
- I am willing and able to attend at least 2 BFM sponsored conferences yearly.
- I agree without reservation to BFM Doctrinal Beliefs and Practices as well as Statement of Faith.
- I am thoroughly acquainted with BFM's legacy and heritage, either by past personal experience and fellowship, or by consultations with the Directors.
- I am committed to BFM historical and scriptural distinctives and philosophy of operation.
- I am willing to recommend and promote BFM missionaries to acquaintances, associates, and among our supporting churches and seek through available means to ensure their ministry needs are supplied.
- I will work cooperatively and harmoniously with the other Directors by contributing wisdom, counsel, and practical plans for improving, advancing, and enhancing missionary outreach and effectiveness of Baptist Faith Missions
- I will seek to improve, advance, and enhance the missionary outreach and effectiveness of Baptist Faith Missions.
- I am committed to policies and precedents that produce maximum Mission effectiveness for financial investments.
- I will honor and support BFM missionaries and not restrict or impede their liberty of conscience to follow the leadership of the Holy Spirit concerning their field of ministry and how they conduct their ministry as long as they do not violate clear teachings of Scriptures, doctrine distinctives, compromise personal and public integrity and this Mutual Commitment of Mission Partnership entered into with the Directors of Baptist Faith Missions.

Signed _____ Date _____

Mutual Commitment of Mission Partnership

Instructions: Complete every 3 years

Since the Holy Spirit has brought us together in this spiritual partnership of Gospel missions, we make this mutual agreement and commitment with each other:

I. As **Directors of Baptist Faith Missions** we agree and commit the following to our missionaries:

- We will pray for you and encourage you.
- We will actively promote your ministry among our supporting churches, acquaintances and associates and seek through available means to see that your ministry needs are supplied.
- We will send you, as the Lord provides, the monthly salary and standard expense accounts we have agreed upon, and faithfully forward to you funds to be used according to the designations of the contributors.
- We will honor and support you, and will not restrict or impede your liberty of conscience to follow the leadership of the Holy Spirit concerning your field of ministry and how you conduct your ministry as long as you do not violate clear teachings of Scriptures, doctrine distinctives, compromise personal and public integrity and this Mutual Commitment of Mission Partnership entered into with Directors of Baptist Faith Missions.

II. As **BFM missionaries** we agree and commit the following:

- We will conduct our ministry, lifestyle, transactions, and relationships with honesty, integrity, trust, and purity with spiritual faithfulness.
- We will express and maintain agreement without reservation to BFM Doctrinal Beliefs and Practices and commit that our ministry shall be consistent with the Statement of Faith.
- We commit to BFM historical and scriptural distinctives and philosophy of operation.
- We will send monthly reports to our local sending church as well as the Mission Sheets to keep the supporting churches updated concerning our works and needs.

We will submit Monthly Expense Reports accounting for disbursement and use of all non-salary accounts funds that are sent to us.

We will honor the ministry purposes, objectives, and plans which we have outlined in our Application.

If, at any time, we believe the Lord leads us to make a significant and dramatic change from the ministry described in our Application approved by the Directors, we will notify the Directors of that change and seek continuing approval of our support.

We will report to Baptist Faith Missions other contributions and sources of support for our ministry.

We understand that the Directors are accountable to the supporting churches for the faithfulness and integrity of our ministry.

We also understand that the Directors may need to examine us and our ministry if they believe we have violated our mutual commitments of this partnership. The Directors may deem it necessary to discontinue promoting and supplying our support under the approved guidelines.

Missionary Signature: _____ Date: _____

Missionary Spouse Signature: _____ Date: _____

Director's Signature: _____ Date: _____

Director's Signature: _____ Date: _____

Mutual Commitment of Mission Partnership
Revised 2014
bjj

Sending Church's Mutual Commitment of Mission Partnership

Instructions: Complete every 3 years

Since the Holy Spirit has brought us together in this spiritual partnership of Gospel missions, we make this mutual agreement and commitment with each other:

- III. As **Directors of Baptist Faith Missions** we agree and commit the following to our missionaries and their sending churches.
- We will pray for your missionaries and encourage them.
 - We will maintain a close relationship with you the sending church with regular correspondence and financial reports.
 - We will consult with you the sending church concerning any spiritual or physical needs of your missionary.
 - We will actively promote their ministry among our supporting churches, acquaintances and associates and seek through available means to see that their ministry needs are supplied.
 - We will send your missionary, as the Lord provides, the monthly salary and standard expense accounts we have agreed upon, and faithfully forward to them funds to be used according to the designations of the contributors.
 - We will honor and support their missionary, and will not restrict or impede their liberty of conscience to follow the leadership of the Holy Spirit concerning their field of ministry and how they conduct their ministry as long as they do not violate clear teachings of Scriptures, doctrine distinctives, compromise personal and public integrity and the Mutual Commitment of Mission Partnership entered into with Directors of Baptist Faith Missions.
- IV. As a **BFM missionary sending church** we agree to maintain regular contact with our missionary, commit to and verify the following:
- That our missionary will conduct their ministry, lifestyle, transactions, and relationships with honesty, integrity, trust, and purity with spiritual faithfulness.

- To regularly pray for and bring before our congregation the needs of our BFM missionary.

- To commit available funds to the financial needs of our BFM missionary through the General Fund.

- To send a non-voting representative to the Thanksgiving and Spring Conferences to represent the interests of the sending church and missionary at the BFM Director business meetings.

- Our missionary will express and maintain agreement without reservation to BFM Doctrinal Beliefs and Practices and commit that their ministry shall be consistent with the Statement of Faith.

- Our missionary will commit to BFM historical and scriptural distinctives and philosophy of operation.

- As a sending church we will review monthly expense reports sent to our church as well as the Mission Sheets to keep updated concerning our missionary's works and needs.

- We will review submitted Monthly Expense Reports accounting for disbursement and use of all non-salary accounts funds that are sent to our BFM missionary.

- We will honor the ministry purposes, objectives, and plans which have been outlined in our missionary's BFM Missionary Application.

- If, at any time, we believe the Lord is leading our missionary to make a significant and dramatic changes from the ministry described in their Application as approved by the Directors, we will notify the Directors of that change and seek continuing approval of support.

- We understand that the Directors are accountable to the supporting churches for the faithfulness and integrity of our missionary's ministry.

- We also understand that the Directors may need to examine our missionary and their ministry if they believe they have violated our mutual commitments of partnership. The Directors may deem it necessary to discontinue promoting and supplying their support under the approved guidelines.

Name of Sending Church _____

Pastor of Sending Church: _____

Sending Church's Pastor Signature: _____ Date: _____

BFM Representative from Sending Church: _____

Sending Church's Pastor Signature: _____ Date: _____

Director's Signature: _____ Date: _____

Director's Signature: _____ Date: _____

Mutual Commitment of Sending Church Partnership
Revised 2014
rij

Stateside Assignment/Furlough Request Form

The Baptist Faith Missions Board of Directors wishes to help make your Stateside assignment/furlough time as pleasant and productive as possible. Please aid us in preparing for your return visit.

Length of Visit:

___6 month Stateside assignment ___1 year Stateside assignment ___ other (i.e. medical, family emergency, etc.)

Stateside Assignment/Furlough Dates: Beginning Date:_____ Ending Date: _____

Missionary and family members requiring transportation expenses:

Name:_____ Passport #_____ D.O.B ____/____/____

Name:_____ Passport #_____ D.O.B ____/____/____

Name:_____ Passport #_____ D.O.B ____/____/____

Name:_____ Passport #_____ D.O.B ____/____/____

Name:_____ Passport #_____ D.O.B ____/____/____

Name:_____ Passport #_____ D.O.B ____/____/____

Name:_____ Passport #_____ D.O.B ____/____/____

Stateside Assignment/Furlough Address:

Street _____

City _____ ST _____ Zip _____

Phone # _____

Cell Phone # _____

Email: _____

Alternate Address:

Street _____

City _____ ST _____ Zip _____

Your BFM Directors understand the furlough consists of two major items of importance to the missionary. The first is to spend relaxing time with family and friends after a long absence. The second is to report to supporting churches of your missionary endeavors on your field of service.

BFM Directors often receive requests from supporting churches for a visit by their missionaries while on furlough.

Would you like for us to share these requests with you? If so, please indicate the dates you would be able to speak.

Sample: Available July 1st through August 15th Kentucky, Southern Ohio, and Western West Virginia weekend engagements are open except for Wednesday July 28th I will be speaking at Storms Creek Baptist Church

May we add your speaking engagements to the BFM Missions Event Calendar on our website?

Will you be able to speak at a BFM Missions Conference?

Winter Conference Spring Conference Labor Day Thanksgiving Conference Other

Application for Educational Expenses

Provision of educational expenses is a benefit to Baptist Faith Missions missionaries serving on a foreign field who must educate their children outside of traditional public education. Awarding of requests is contingent upon need and availability of educational funds.

Information

Student Name Last First Middle

Street Address

City State/Province Zip Code Country

Parent's Email (____) _____ (____) _____ School Start Date

Phone Number Cell Phone Number

School Attending

School Address

Full names of parent/guardian serving as a full-time missionary on a foreign field

Description of Use of Funds:

Signatures

By signing this form, I certify that the information I have provided is accurate and that I understand the eligibility criteria. I acknowledge that Baptist Faith Missions reserves the right to change or eliminate this program as needed.

Parent/Guardian Signature:

Date:

Funds Requested

Funds Awarded

H.H. OVERBEY MISSIONARY SCHOLARSHIP APPLICATION

The H.H. Overbey Missionary Scholarship is for children of Baptist Faith Missionaries who wish to pursue a post high school degree. Applicants prior to enrollment in college must complete this application and meet all eligibility criteria to qualify for each additional year.

Information

Student Name Last First Middle

Street Address

City State/Province Zip Code Country

Student Email (____)____ (____)____ College Start Date
Phone Number Cell Phone Number

College Attending Major Program of Study

Full names of parent/guardian serving as a full-time missionary on a foreign field

Eligibility Criteria

- Complete the H.H. Overbey Scholarship Application prior to their freshman year.
- Submit with the application an 800 or less essay on your career goals and professional aspirations.
- Be a dependent child of a missionary serving full time on a foreign field.
- Be a U.S. citizen or federally eligible noncitizen.
- Maintain full-time, consecutive enrollment.
- Be a federally dependent child as defined by the U.S. Department of Education.
- Maintain Financial Aid Satisfactory Academic Progress.
- Remain in good standing with the college or university in which enrolled.

Signatures

By signing this form, I certify that the information I have provided is accurate and that I understand the eligibility criteria. I acknowledge that Baptist Faith Missions reserves the right to change or eliminate this program as needed. I further acknowledge that pictures and reports of student recipient of Scholarship funds shall be printed in BFM Mission Sheets and electronic media to publicize the benefit and solicit prayer support. Additionally, I give my permission to release information regarding receipt of this scholarship and to confirm the missionary status of my parents.

Student Signature

Date

Parent/Guardian Signature

Date

MISSIONARY MONTHLY EXPENSE/FINANCIAL REPORT [FR] [Revised 7.2.15]

The Missionary Monthly Expense/Financial Report is a document that is shared with the BFM Board of Directors and the Missionary's Sending Church and is required by the IRS to be kept on file in case of an audit to account for income not reported as personal income on your annual 1099. The purpose is to continuously update the Sending Churches and Directors to the financial support, expenditures, and needs of the Missionary.

Reporting period [month/year]: _____

Missionary and Spouse's name: _____

Field of Service: _____

\$ _____

BALANCE CARRIED OVER FROM PREVIOUS MONTH

[positive / negative]

\$ _____

CONTRIBUTIONS RECEIVED THIS MONTH:

Contributions received from BFM supporters – itemized below
(as reported on your individual Monthly Deposit Report)

\$ _____

Standard Housing Allowance

\$ _____

Standard Ministry Expense Allowance

\$ _____

Designated Expense Offerings

\$ _____

Other

\$ _____

TOTAL CONTRIBUTIONS RECEIVED THIS MONTH

\$ _____ Contributions received this month designated 'Personal'

\$ _____ Contributions received from sources other than BFM

EXPENDITURES THIS MONTH:

\$ _____

Personal housing and utilities

\$ _____

Other housing expenditures [repairs, services, etc]

\$ _____

Rental and utilities of meeting facilities

\$ _____

Meeting facilities furnishings/supplies/equipment

\$ _____

Salaries/stipends/gifts to ministry associates

\$ _____

Permits, licenses, fees

\$ _____

Travel expenses [gas, food, lodging, etc]

\$ _____

Vehicle expenses [payments, maintenance, repairs, etc]

\$ _____

Supplies, books, Bibles, and other ministry materials

\$ _____

Benevolence [financial assistance and gifts to others]

\$ _____

Medical expenses

\$ _____

Donations to other charitable works

\$ _____

Other _____

\$ _____

Other _____

\$ _____

Other _____

\$ _____

Other _____

\$ _____

TOTAL OF ALL EXPENDITURES THIS MONTH

\$ _____

BALANCE REMAINING

[after deducting TOTAL EXPENDITURES from TOTAL CONTRIBUTIONS]

\$ _____

NEW BALANCE TO BE CARRIED OVER TO NEXT MONTH

INSTRUCTIONS TO MISSIONARIES FOR COMPLETING MONTHLY EXPENSE/FINANCIAL REPORT [FR]

BFM policy requires every missionary receiving full-time support through BFM to complete the Monthly FR.

As a 501(c)3 Non-Profit Organization [NPO], the IRS permits BFM to disburse funds to missionaries without reporting it on your annual 1099 income reporting filing as long as it is used for ministry purposes; or if it is not used for ministry purposes [for example, "Personal" contributions], you assume responsibility of reporting that on your 1040 as "Other income".

Since these disbursements are not reported on your 1099 filing for income tax purposes, the IRS requires us to maintain files for all disbursements not reported as income in case we are ever audited. Not having these FRs on file in the case we are audited would jeopardize our 501(c)3 NPO status.

The accompanying form contains all the information we need on your Monthly FR. These completed Monthly FR documents will be shared with the other Directors and your Sending Church.

"Balance carried over from previous month": Most, if not all, of you will begin every month with a negative balance because you have financed a significant portion of your ministry expenses from your personal salary.

"Contributions received from BFM supporters (as reported on your individual Monthly Deposit Report)": This amount is always summarized for you on your individual Monthly Deposit Report. Also, the separate items [Housing, Ministry, Designated Expense Offerings, Personal] that make up that total are also itemized on your Monthly Deposit Report.

NOTE: Contributions designated for "Personal" use – this has always been a fuzzy, gray area. Generally, though, you may record and report your "Personal" contributions two ways: [1] you can receive and use it for personal uses, but then technically it is personal taxable income and should be reported on your 1040 as "other income." [2] Or, if you use "Personal" funds for ministry purposes, then it should be reported in the "other" blank under **CONTRIBUTIONS RECEIVED THIS MONTH**: and then enter its use in one of the items under **EXPENDITURES THIS MONTH**:

"Contributions received from sources other than BFM": It has always been a BFM policy for the missionary to report support funds received from other-than-BFM contributors. NOTE: this does not include personal gifts that family or friends will give you for personal use – but only those contributions given to you for ministry support. We recognize that many churches and individuals will want to support you as their missionary, but will not contribute through BFM. Those support contributions should be reported also. You do not need to account for its use to BFM, but those contributors may require you to give account to them.

"EXPENDITURES THIS MONTH": Add up your total expenditures for each of these items. None of you will require all of these itemizations – most of you will customize these line items to match your particular disbursements. But, these items comprise most of the most common expenditures you will make in a month's time. You don't have to break down the separate disbursements under each expense category. And, we do not need your expenses. You will need to keep all those records in case you are personally audited by the IRS.

NOTE: if you have already developed your personal FR accounting/reporting system, you will not need to use this form. But, your FR should include these same items. Others of you will want to copy this Word doc form and fill it out by hand, then attach it to an email. The other form is an editable Excel spreadsheet. If you are skilled in Excel formatting, you may choose to make this form auto-calculating and just enter your values in the respective cells – or just use the blank fields to write in. Use this form in whatever format is most compatible for you.

Missionary Monthly Expense Report
Created 2015
rij

Missionaries & Fields of Service

Missionaries in Brazil

Odali and Kathy Barros
Ramal do paricatuba km 3
Iranduba, Amazonas 69.415.000
BRASIL
or
Caixa Postal 1
Iranduba, Amazonas 69.415.000
BRASIL
email: odali_kathy@hotmail.com

Michael and Beverly Creiglow
Caixa Postal 24
69980 Cruzeiro do Sol
Acre, Brasil SA
email: beverly_creiglow@hotmail.com / mdcreig@hotmail.com

Paul and Wanda Hatcher
15905 Mercott Court
Clermont FL 34714
email: rphatcher@gmail.com
229.529.8497

Judson and Raquel Hatcher
email: judsonhatcher@hotmail.com

A. J. and Barbara Hensley
Caixa Postal 1511
11672-300 Caraguatatuba,
Sao Paulo BRASIL
email: ajcaragua@gmail.com
011.55.12.3888.4189

In-States address:
A. J. and Barbara Hensley
596 Emery Court
Lexington KY 40505
859.252.2859

Missionaries in Brazil (continued)

Bobby and Charlene Wacaser
Rua Laudelino Ferreira Lopes, 279 Sobrado 1
81050-310 Curitiba,
Parana, Brasil
email: bobbymichael_1@hotmail.com

Missionaries in Peru

Missionaries in France

John and Judy Hatcher
4, rue d'Aspin
31170 Tournefeuille, France
email: JMHatcher@aol.com

Missionaries in Kenya

Nathan and Carrie Radford
P. O. Box 4150
Kitale, Kenya 30200
email: naterad@yahoo.com

Roger and Julie Tate
P. O. Box 761
Kitale KENYA 30200
email: rojuta@gmail.com

Pensioned Retirees

- Harold Bratcher (Brazil)
- Louie and Mary Carver (Korea / Philippines)
- Bobby Creiglow (Brazil)
- Harold and Ursula Draper (Brazil)
- John and Alta Hatcher (Brazil)
- Deloris Lauerman (Walter, *deceased* / Peru, Honduras)
- Wanda Turner (Richard, *deceased* / Brazil)

Missionaries & Fields of Service
Revised 2014
rij

Missionaries' Sending Churches

Missionary	Field of Service	Stateside Sending Church
Odali and Kathy Barros	Brazil	Emmanuel Baptist Church, Evansville, IN
Michael and Beverly Creiglow	Brazil	Need to Identify
Judson and Raquel Hatcher	Brazil	Need to Identify
Paul and Wanda Hatcher	Brazil	Need to Identify
John Mark and Judy Hatcher	France	Emmanuel Baptist Church, Evansville, IN
A.J. and Barbara Hensley	Brazil	Heritage Baptist Church, Lexington, KY
Nathan Radford	Kenya	Calvary Baptist Church, Hurricane, WV
Roger and Julie Tate	Kenya	Emmanuel Baptist Church, Bellbrook, OH
Bobby and Charlene Wacaser	Brazil	Ahava Baptist Church, FL

Current Directors

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Board of Directors
Revised 2015
rlj

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Constitution of Baptist Faith Missions
[Transcribed from the original document]

Article I (Name)

This mission shall be known as BAPTIST FAITH MISSIONS.

Article II (Purpose)

The purpose shall be the continuation of the mission work started by, and now being carried on by J. P. Brandon in Brazil, South America. (This work was started in 1923), in accordance with Matthew twenty eighth chapter, verses nineteen and twenty; To enlarge the work already in existence and to open new fields that are not now being reached by the Gospel of the Lord Jesus Christ.

Article III (Directors)

There shall not be more than fifteen directors of this organization, and the first directors shall be the pastors of the churches (now ten) and the missionary of the Detroit River Association of Missionary Baptists. The directors shall appoint out of their number a President, a Secretary, and a Treasurer as officers of this mission. These officers shall carry on the work of BAPTIST FAITH MISSIONS as directed to do so by the board of directors. New officers or directors shall be appointed by the remaining directors. In case of complete vacancies, the pastors of the Baptist churches supporting this mission regularly, shall appoint new directors. Only Baptist preachers and Baptist laymen shall be eligible to be a director.

Article IV (Duties of Officers)

The president shall be the Chairman of the Board and shall preside at the meetings. The Secretary shall keep a record of the minutes and carry on the general correspondence of the mission work with the missionaries and others regarding its welfare. The Treasurer shall receive and disburse all offerings sent to the mission. He shall:

- Maintain a bank account and pay out all funds by check in the name of BAPTIST FAITH MISSIONS.
- Keep a daily ledger showing the name and address of all who send in offerings and the amounts sent.
- Keep a ledger with a page or pages for each church or individual that sends offerings, showing the date received and the amount received.
- Keep a perpetual record of all checks written with the date and for what purpose.
- Keep a perpetual record in a ledger of all deposits and checks written showing the net amount on hand in the treasury at all times.

Article V (Offerings)

The work of this Mission shall be carried on by freewill offerings of churches and individuals. No money shall be raised in any other way. There shall be no salaried directors or officers. Funds received shall be used for the support of missionaries and their families which includes traveling expenses and journeys, and the necessary property and equipment for the better carrying on of the work, and the actual cost of the MISSION SHEETS which includes the cost of mailing, and the actual cost for postage and paper and needed supplies for carrying on the work of the mission.

Article VI (Meetings)

Meetings shall be held as deemed necessary by the officers or directors. A majority of the officers or directors shall constitute a quorum.

Article VII (Amendments)

This constitution may be amended by the unanimous vote of the directors. Where not covered by this constitution, the work shall be carried on the same way as that of Missionary Baptist Churches, with the Bible being the all sufficient rule of faith and practice.

Hafford H. Overbey

Constitution of Baptist Faith Missions

[Adopted April 2007]

Article I (Name)

This mission shall be known as BAPTIST FAITH MISSIONS.

Article II (Purpose)

The purposes shall be:

1. The continuation of the mission work started by J. P. Brandon in Brazil, South America [this work was started in 1923] in accordance with Matthew twenty-eighth chapter, verses nineteen and twenty.
2. To enlarge the work already in existence.
3. And to open new fields that are not now being reached by the Gospel of the Lord Jesus Christ.

Article III (Directors)

1. There shall not be more than fifteen Directors of this organization.
2. The Directors shall appoint out of their number a President, an Executive Secretary, and a Treasurer as officers of this Mission. These officers shall carry on the work of BAPTIST FAITH MISSIONS as directed to do so by the Board of Directors.
3. New officers or Directors shall be appointed by the current Directors. In the case of vacancies, the current Directors of Baptist Faith Missions shall appoint new Directors according to guidelines they approve.
4. Only Baptist preachers and Baptist laymen shall be eligible to be a Director.

Article IV (Duties of Officers)

The **President** shall be the Chairman of the Board and shall coordinate and oversee all the activities of the Mission, and preside at the meetings.

The **Treasurer** shall receive, record, and deposit all offerings sent to the Mission. He shall:

1. Maintain a bank account in the name of BAPTIST FAITH MISSIONS.
2. Keep a faithful up-to-date record showing the name and address of all who send in offerings, the amounts sent, and the contributors' designations for the use of the offerings.
3. Send receipts to all contributors.
4. Deposit those offerings in an account to be closed out at the end of each giving month and sent in full to the Executive Secretary accompanied by a report detailing the designated purpose and use for each offering.

The **Executive Secretary** shall:

1. Keep a record of all Business Meeting Minutes.
2. Carry on the general correspondence with the missionaries and others regarding the interests of the Mission.
3. Facilitate the daily administration of the mission work.
4. Receive from the Treasurer complete monthly accounts of all offerings received during that month along with a report of how those funds should be disbursed, and make all disbursements according to the contributors' designations.
5. Maintain a perpetual record of all deposits and disbursements showing the net amount on hand in the treasury at all times.
6. Present a detailed accounting and audit of all funds received and disbursed during each fiscal year at a designated business meeting after the close of the current fiscal year. These records shall be open and available for the review of any interested contributor to the Mission's ministries.

The **Mission Sheets Editor** shall be either one of the Directors or another person whom the Directors shall choose. He shall:

1. Receive the monthly letters and reports from the missionaries along with the full report of offerings, contributors, and designation.
2. Edit and proof them for printing.
3. Maintain a current mailing list of recipients.

Officers may be salaried at the discretion of the Directors and the approval of the contributors if it increases the efficiency and effectiveness of the Mission's purposes.

An **Executive Committee** shall include the **President, Executive Secretary, and Treasurer**. They shall be granted authority to make transactions which are immediately necessary to facilitate decisions and policies already approved by the Directors. They shall not make or change policies without the approval of the Directors. [*Effective 12 April 12010*: The Executive Committee shall include also the **Vice-President, Assistant Secretary, and Assistant Treasurer**.]

Article V (Offerings)

The work of this Mission shall be carried on by freewill offerings of churches and individuals. No money shall be raised in any other way.

Funds received shall be used for:

1. Support of the missionaries and their families according to approved policies.
2. Necessary properties and equipment for the most effective administration of the missionaries' ministries.
3. Actual costs of the Mission Sheets which includes printing and mailing.

Article VI (Meetings)

Meetings shall be held as deemed necessary by Officers or Directors. A majority of Officers or Directors shall constitute a quorum.

Article VII (Amendments)

This constitution may be amended by the unanimous vote of the Directors. Where not covered by this Constitution, the work shall be carried on the same way as that of Missionary Baptist Churches, with the Bible being the all-sufficient rule of faith and practice.

Constitution
Revised 2014
Bjj

Our Function

"As the Father has sent Me, so I send you." John 20:21

Missions is why Baptist Faith Missions exists. Our FUNCTION is to bring glory to God by taking the Gospel to all the lost people of the world. As children of God and disciples of Jesus Christ in this present world, our mission is to advance the Kingdom of God by preaching the Gospel, baptizing the believers, and teaching them to obey all that our Lord has commanded. Missions is the responsibility of each believer and every church of the Lord Jesus Christ.

Baptist Faith Missions does not ordain, commission, or send missionaries. Baptist Faith Missions enables Baptist churches to send their missionaries to where God has called them to serve. Each missionary works through a Baptist church.

Churches and individuals voluntarily support the missionary work by sending offerings to the General Fund of Baptist Faith Missions. These contributions provide living and ministry funds for the missionaries who are approved by Baptist Faith Missions. This fund is also used to provide housing, transportation to and from the fields, medical insurance, furlough expenses, and retirement. Missionaries associated with Baptist Faith Missions are not burdened with the responsibility of raising money for any of these needs. This assistance enables them to concentrate on the primary mission to which God has called them.

Missionary candidates who wish to serve in association with Baptist Faith Missions must be recommended by their home churches and demonstrate unity of doctrine and purpose with Baptist Faith Missions. Each applicant must display good character and have experience in service that qualifies him to be an effective missionary.

The Baptist Faith Missions monthly publication, ***The Mission Sheets***, includes the letters of the missionaries and a public receipt of all contributions received that month. Baptist Faith Missions sends receipts monthly to each contributor and publishes a yearly accounting of all funds received and disbursed. Baptist Faith Missions channels designated funds to the work accounts of each missionary. All of this is possible through the services of the directors.

Baptist Faith Missions does the necessary bookkeeping for all of the services mentioned above and provides the necessary legal paperwork to satisfy the requirements of local, State, and Federal laws in the United States and the countries where the missionaries serve or plan to serve. All of these services and anything else that is necessary is provided because of the cooperation of the churches, missionaries, directors, and individuals who participate in this missions ministry.

Baptist Faith Missions strives to be a good steward of all that God provides.

Our History

"Without faith it is impossible to please God." Hebrews 11:6

Baptist Faith Missions is a work of FAITH.

Baptist Faith Missions in Brazil

The First Baptist Church of Murray, Kentucky established the Amazon Valley Baptist Faith Missions for the purpose of evangelizing the unreached regions of tropical Brazil. It was a work based on FAITH from the beginning. Joseph F. Brandon began working in western Brazil in 1923. In 1941, the church that was raising his support ceased doing so.

Joseph Brandon entered into a faith covenant agreement with Hafford H. Overbey and Z.E. Clark. Mr. Overbey and Pastor Clark told Missionary Brandon, "If you will return to Brazil, we will raise the necessary funds." Hafford Overbey was then the manager of an A&P grocery store and teacher of a youth class in the First Baptist Church of Wheaton, Illinois. The young students in this Sunday School class became Missionary Brandon's first supporters through BFM.

Brothers Overbey and Clark sent out letters to supporting (and prospective) churches and then sent their offerings to Brother Brandon. Hafford Overbey began spreading the news of this missionary ministry through a single mimeographed page which he called "The Mission Sheets."

Brother Brandon organized the First Baptist Church in the city of Cruzeiro do Sul (Southern Cross) in the Brazilian Territory of the Acre. This church has started numerous churches in the states of Acre and Amazonas. Francisco Santiago was the first disciple to be saved and baptized by Joseph Brandon in the western Territory of the Acre. Francisco made the 1,500 mile river trip by canoe from Cruzeiro do Sul to Manaus, Amazonas. He established five churches while making this journey.

Baptist Faith Missions in Peru

In 1935, Richard P. Hallum went by faith to evangelize Iquitos, Peru. Iquitos is located on the mammoth Amazon River in the western part of South America. Missionary Hallum went to this foreign country with a strange language along with his wife and daughter, Marguerite, when he was already 50 years old. He won many disciples to Jesus Christ and established numerous churches in Peru.

Baptist Faith Missions in other fields

Dozens of other missionaries have gone by faith to the countries of Brazil, Peru, Honduras, South Korea, the Philippines, France, and Kenya, Africa.

By faith, some have died in their lands of ministry or have buried family members in a strange land. Others have suffered deprivations of all sorts. All have left behind family, customs, and comforts. They all went out by faith, having promise of nothing except **"if you go, we will support you as God provides the funds."** Many others at home have sacrificed by the same faith to give so these could go.

Thousands have been saved from the darkness and doom of sin and idolatry. Scores of churches have been established. Our Lord and Savior Jesus Christ has been glorified by the preaching of His Gospel and the conversion of many believers.

Our History
Reviewed 2014
rlj

Hafford H. Overbey

Born: January 16.1902

Murray, Kentucky

Died: July 28.1994

Lexington, Kentucky

Hafford H. Overbey was manager of an A&P grocery store and a Sunday School teacher of College-age students in the First Baptist Church of Wheaton, Illinois in the early 1940s.

He already had a passion for missions and a particular burden for the ministry of Joseph Brandon, who had been serving in the state of Acre, Brazil since the mid-1920s. Brother Brandon was receiving support through the Amazon Valley Baptist Faith Missions, which was organized by a Murray, Kentucky pastor, H. B. Taylor. This was the area Brother Overbey had come from.

When Pastor Taylor died, his successors lost interest in the missionary support ministry, and the support was in jeopardy of failing. Missionary Brandon faced the very real prospect of having to return to the States for lack of support to keep him on his field.

Brother Hafford embraced this burden. He began by leading the young people in his church to commit support for these missionaries. He published Missionary Brandon's letters to acquaint others with his needs. The first mimeographed newsletter was distributed in January 1942. In that newsletter, 12 young people gave their offerings toward the support of Brother Brandon. From that time, Brother Overbey began receiving invitations from other churches to preach and present his burden for missionary support.

In 1944, God opened the opportunity for Brother Overbey to move his family to the Detroit, Michigan area where he assumed pastorate of Harmony Baptist Church. Harmony Baptist Church grew in size and through a couple changes of location and eventually became the Twelve-Ryan Baptist Church in Warren, Michigan. Brother Overbey pastored this church (through its various locations and name changes) for 35 years.

From his ministry base in Michigan, Brother Overbey organized and incorporated Baptist Faith Missions in 1945 to promote and distribute financial support for missionaries. From that time, numerous missionaries were added and have been served through the ministry of Baptist Faith Missions to go to other nations with the Gospel of Jesus Christ. Baptist Faith Missions has supported missionaries in Brazil, Peru, Honduras, Korea, the Philippine Islands, Kenya, and France. In addition to these fields which have been served by full-time missionary families, Baptist Faith Missions has also assisted in the support of missionaries to the Caribbean Islands and a variety of Stateside church-planting ministries.

Brother Hafford Overbey served as Founder and Executive Secretary of Baptist Faith Missions from January, 1942 until his retirement due to his declining health in December, 1981.

Tribute to HH Overbey

Reviewed 2014

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