

**THE REDEEMED CHRISTIAN  
CHURCH OF GOD**



**WORKERS  
-IN-  
TRAINING**

**Manual**

**Revised Edition**

**May 2011**

# PREFACE

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Commitment to the Almighty God is the highest priority for the Christian and it cannot be taken lightly because of its eternal implications. There should be assurance of salvation that is Bible based, which lasts forever.

There is a need for an extra spiritual effort on the souls saved to get them established, localised in a church fellowship and mobilised until they too become soul winners.

It is not enough for the believer in Christ to go forth and bear fruits in obedience to the Lord's command but must also ensure that the fruits abide.

This is why the Workers-in-Training programme is packaged to equip believers for service unto God and the edification of the body of Christ. Our prayer is that at the end of these teachings, you would have become a true Christian, on fire for God and ready to take up mountains. God bless you as you get empowered for the work of ministry.

Pastor E. A. Adeboye

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# INTRODUCTION

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Beloved, we believe that you know that it is the Almighty God Himself who named this church, "**The Redeemed. Christian Church of God**", through a revelation He gave to the founder, the Late Rev. J .0. Akindayomi.

This fact alone, we are sure, makes this church a rather unique establishment of the Most High. Also, concerning this church, the Almighty made a series of promises among which are:

- (i) That He will meet this church on His return.
- (ii) That this church will become a model to the whole world.
- (iii) That other churches from all over the world will come to learn and worship in this church.

Big as these divine promises are, God is more than able to fulfill what He has spoken - Numbers 23:19. In fact, as of today, He has given this church such a good name among other churches in this country that on many occasions:-

- (i) Our workers who apply to other Missions for employment had been promptly employed even without any formal interview.
- (ii) Missions who have Bible Colleges of their own still send their Ministers to our Colleges to be trained. To God be the glory.

Moreover, by the special grace of God, our beloved church is growing very fast and we believe God that it will continue to grow extremely very fast from now on.

The foregoing are some of the reasons we, therefore, feel that the qualifications and code of conduct for workers in this Mission ought to be spelt out in writing for the information and guidance of all concerned.

# BRIEF HISTORY OF RCCG

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The founder of the Redeemed Christian Church of God, Reverend Josiah Olufemi Akindayomi, was born on July 5, 1909 at 12, Odo-Alafia Street, Ondo State, Nigeria. His wife and partner was Pastor (Mrs) Esther Egbedire Akindayomi. They both came to Lagos in 1941 and they got married that same year at the C&S Church. Because of his hunger and thirst for a true living God, Reverend Akindayomi and wife left the C&S Church in 1952 and started the Ogo Oluwa Society that met weekly for prayers, worship and Bible study. In studying their Bible, they found out about restitution and Reverend Akindayomi, who once had three wives, was by the help of the Holy Spirit, able to handle marriage restitution by retaining only the first wife.

Reverend Akindayomi, a man of prayer, miraculously received the name 'The Redeemed Christian Church of God' through a vision and the Holy Spirit enabled him to scribe the name of the church.

The Ogo Oluwa Society, therefore, took on the banner divinely revealed to Reverend Akindayomi who was also given the revelation that the church would go to the ends of the world and that the Lord Jesus would meet the church at the second coming.

Reverend Akindayomi passed on to glory on November 2<sup>nd</sup> 1980.

In March 1981, Pastor Enoch Adejare Adeboye, a PhD holder in Applied Mathematics and a Senior Lecturer at the University of Ilorin then, was divinely chosen to take over as the General Overseer with a total of forty (40) parishes. A new chapter was opened and a new era was born.

The phenomenal growth began under the leadership of Pastor E.A. Adeboye. Today, RCCG has become the fastest growing Pentecostal Church in the world with her presence in over 100 counties. With the help of God, the church is poised to reach every family in every nation of the world.

To God be the glory.

# VISION/MISSION STATEMENT

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The following are our visions and goals as members of The Redeemed Christian Church Of God:

1. To make Heaven.
2. To take as many people as possible with us.
3. To have a member of the Redeemed Christian Church of God in every family of all nations.
4. To accomplish No 1 above, holiness will be our lifestyle.
5. To accomplish Nos. 2 & 3 above, we will plant churches within five minutes walking distance in every city and town of developing countries and within five minutes driving distance in every city and town of developed countries.

We will pursue these objectives until every nation in the world is reached for JESUS CHRIST OUR LORD

## Module 1: DESCRIPTION OF A WORKER

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- (a) Who exactly is a worker?
- (b) For whom is he or she working?
- (c) What are the works of the workers?

A worker in the Redeemed Christian Church of God is any child of God who, on the recommendation of the local Pastor, has been set aside for special services in the house of God. Included in this category are members of the Choir, the Ushers, the Sunday School Teachers, and Children Teachers etc.

Primarily and ultimately, the worker is working for God Almighty Himself. It follows immediately that he/she will get his/her reward from the Almighty too.

Secondarily, however, the worker is working for the Redeemed Christian Church of God as part of the visible body of Christ on earth. This is why the General Overseer mentions the workers in his daily prayers to God. This constant prayer of the General Overseer is basically the reward that the Redeemed Christian Church of God offers her workers throughout their life's span.

### **The works of the workers include the following:**

#### **1. PRAYERS**

Intensive prayers for:-

- (a) The progress of the church: spiritual, numerical, financial etc.
- (b) The missionary efforts of the Church.
- (c) The Pastors, Assistant Pastors and all their families.
- (d) The General Overseer, the Deputy General Overseer, the Mother-in-Israel, the Assistant General Overseers, the Elders, Directors, Special Assistants to the General Overseer, the Pastors in Charge of Regions, Provinces, Zones, Areas and Parishes, Deacons/Deaconesses, non-ordained Ministers, Workers, Workers-in training, Baptised members, saved non-baptised members, new comers and the yet to be saved.
- (e) All the members of the Mission as a whole, both old and new.
- (f) The restoration of all backsliders into the fold.

- (g) The rapid expansion of the Mission as a whole and the particular local church of the workers.
- (h) All pregnant women for safe and easy delivery.
- (i) All midwives for special divine assistance.
- (j) All barren women for quick answers to their prayers.
- (k) All children in the Mission for divine protection, wisdom from above, good health and spiritual development.
- (l) The workers themselves for steady spiritual progress and all-round prosperity.
- (m) All the sick, jobless and needy for recovery of health, job and prosperity.

## **2. FINANCIAL**

- (a) Financial contributions to all the projects of the local church and the Mission as a whole.
- (b) Generosity towards the Pastors and their families.
- (c) Assisting the needy in the church in all possible ways.
- (d) Contributing actively to ease the burdens of those bereaved or who have been blessed with a new child.
- (e) Contributing actively to the maintenance of the church buildings and its surroundings to maintain an atmosphere congenial to worship.
- (f) Contributing actively toward Go-A-Fishing and Church planting exercises.

## **3. PROPAGATION OF THE GOSPEL**

- (a) Every worker is expected to be an active soul-winner and an incurable witness for Christ.
- (b) Therefore he/she should be involved in the propagation of the Gospel by means of word of mouth, tracts distribution, letter writing crusades, seminars, youth services, village evangelism, child evangelism prison, hospital and market evangelism, etc.
- (c) Every worker is also expected to be very active in follow-up programmes.

## Module 2: QUALIFICATIONS OF A WORKER

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The one who would qualify as a worker must satisfy the following conditions. He/she must be:-

- (a) Born again - John 3:3; 5.
- (b) Sanctified - John 17:17, 1 Thess. 5:23.
- (c) Filled with the Holy Spirit - Acts 1:8; 6:3.
- (d) Baptised by immersion in water, - Matt. 28:19, Acts 16:15-16.
- (e) A tithe-payer - Malachi 3:10.
- (f) A cheerful giver - II Cor. 9:7.
- (g) A proven soul-winner, - Mark - 16:15-16.
- (h) Humble - Isa. 57:15; Luke 22:26.
- (i) A prayer warrior - I Thess. 5:17.
- (j) Well-behaved - I Cor. 13:5.
- (k) Given to fasting - Luke 4:2; Matt. 17:21, Acts 13:2-3.
- (l) Trustworthy - Jer. 35: 1-8.
- (m) Blameless and without blemish in the congregation - Phil. 2: 14-16.
- (n) Any other qualifications that the Mission may from time to time consider necessary.

## Module 3: **CODE OF CONDUCT FOR WORKERS**

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The Lord Jesus calls us the light of the world, Matt. 5:14-16, the salt of the earth - Matt. 5: 13 - and the ambassadors of Christ - John 20:21. These imply that we are very important to God and our responsibilities are heavy. In order to effectively and correctly discharge our responsibilities to God and His Church, without failing God or disappointing the Pastor who recommended us, every worker should observe the following code of conduct. He/she must be:

- (a) Totally submissive to constituted authorities of the Mission - I Pet. 5:5; 1 Cor. 16:16; Hebrews 13:17, e.g.
  - (i) When travelling he/she should inform the Pastor - 2 Kings 6:2.
  - (ii) Should be ready to attend all meetings and go wherever he/she is sent - Joshua 1:16.
  - (iii) Be absolutely obedient to Pastor/Assistant Pastors when they give orders that do not contradict the Bible - I Pet: 5:5.
  - (iv) Be an example to the congregation in submitting to the doctrine of the Church -Titus 2:7; I Tim. 4:12; I Tim. 4:6; Titus 1:9.
  - (v) Be an example to the congregation in spending and being spent for God - 2 Cor. 12:15; Gal. 2:20.
- (b) Hygienic in all dispositions - Isaiah 52:11.
- (c) Well dressed in accordance with the Scriptures. Where there is any doubt, must be willing to give the benefits of doubt to the Lord - I Pet. 3:1-4, I Tim.2:9, Isa.3:16-26.
- (d) Someone who will be a worthy ambassador of both Christ and His Church such that if he/she be transferred from his/her working place to a town/village where there is no branch of this church, he/she will promptly start one - Acts 8:4; Acts 11: 19.
- (e) Only too happy to attend all-night vigils and/or organise such in his/her home - Luke 6:12; Acts 16:25.
- (f) Punctual at all Local, Area, Zonal, Provincial or national meetings - Heb. 10:25.
- (g) Walking, worshipping and growing in the spirit constantly - Gal. 5: 16; John 4:23-24, Psa. 117: 12; Col. 3: 16.

- (h) Someone who enjoys a life of holiness and sanctification, living right in the open and in secret and dwelling in love - 2 Pet. 3:18; 2 Tim. 3:14-17; Eph. 5:25-27, Matt. 5:13-16, Heb. 12:14, I Tim. 3:2.
- (i) Ready always to do good works - Titus 2:14, Gal. 6:10.
- (j) Ever ready to protect the good name of the church, I Tim. 3:7; Titus 1:10-13.

## Module 4: DISCIPLINE AMONG WORKERS

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- (a) Where there is love, there must be discipline - Hebrews 12:6, Rev. 3: 19. Consequently, in this Mission, if any worker sins or does anything that his/her Pastor considers inimical to the progress or good image of this church, will receive instant and adequate punishment. Such punishment which will be proportional to the offence ranges from an open rebuke among fellow-workers, suspension from workers meetings for a period of time to total dismissal from workers cadre.
- (b) During period of discipline or suspension from workers' meeting, the worker under discipline must attend all the church services regularly, sitting wherever the Pastor shall appoint - Hebrews 12:5-8; Prov. 3: 11-12.
- (c) If a worker is not satisfied with the discipline imposed on him/her, he/she has the right to appeal, first to the Area Pastor and ultimately to the General Overseer if not satisfied by the Area Pastor's ruling.
- (d) If a worker shows genuine repentance, he/she may be pardoned before the period specified for the suspension.
- (e) If a worker shows no genuine repentance, his/her period of suspension must be automatically extended. If after an extension of the suspension period there is still no repentance, such a worker may be recommended to the General Overseer, through the Area Pastor, for dismissal from the workers' cadre.

## Module 5: PROMOTION AMONG WORKERS

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Strangers in the church are regarded as newcomers. As they develop spiritually, they begin to climb the hierarchical ladder, from the bottom. That is, newcomers move to non-baptised members, to baptised members who become workers in training, then fully fledged workers. It is among the workers that Deacons/Deaconesses are ordained. From Deacons/Deaconesses to Assistant Pastors, from Assistant Pastors to Pastors and so on and so forth.

In addition to the exceptional character, spiritual endowments and evangelical abilities, it is required that a worker, to be presented for ordination and/or promotion, must have attended the School of Disciples, School of Missions/Bible College and other major programmes and conditions as specified by the Mission.

## Module 6: WORKERS' SUNDAY ACTIVITIES

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The workers are the people who are the first to come to the church on Sunday morning. For example, they would have been there an hour before others come. They must wake up early on Sunday morning in order to see that they are there early. As far as workers are concerned, the whole Sunday belongs to Jesus Christ. When they finish their morning prayers they must go on house to house witnessing or follow-up in order to invite people to the church.

In the evening, they are expected to be at the House-fellowship Centres and the monthly Holy Communion Services.

## Module 7: CHURCH HIERARCHY

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There is order in Heaven. We have God the Father, God the Son and God the Holy Spirit, followed by The Four Living Beings, Twenty Four Elders, the Arch Angels, the Cherubim and Seraphim and then the ordinary angels. As it is in *Heaven* so also it is here on earth. I Cor. 15:41.

In the Redeemed Christian Church of God, we *have* hierarchy for the sake of orderliness.

For example, we *have* the General Overseer who is the spiritual head, followed by the Deputy General Overseer, the Mother-in-Israel, the Assistant General *Overseers*, the National Elders, National Secretaries, Special Assistants to the General Overseer, the Directors, Pastors in Charge of Regions, National Secretaries, Pastors in Charge of Provinces, Assistant Pastors in Charge of Provinces, Church Growth Officers, Pastors in Charge of Zones, Areas and Parishes, Assistant Pastors, Deacons/Deaconesses, non-ordained Ministers, Workers, Workers-in-training. baptised members saved non-baptised members, new comers and 'yet to be saved'.

## Module 8: SPIRITUAL APPOINTMENT AND PROMOTION

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Jesus Christ chose seventy disciples from five hundred brethren and twelve apostles from seventy disciples. He chose three disciples, (Peter, James and John) from the twelve and one (John) from the three. There is a difference between the seventy and twelve, between the twelve and the three and between the three and one.

Five hundred is represented with the biggest circle. Inside it is the circle of seventy. Inside this is the circle of twelve, then three and lastly the circle of one - I Corinthians 15:6.

### **THE FIVE HUNDRED BRETHREN**

This category of people represents the church members. They are brethren, born again but follow Christ from afar off. They go to the church when it is convenient for them. They are so close to the world that they can easily backslide because the part of the world is still attracting them. In an unfavourable situation they can easily deny Christ - John 18:18, 25-27.

As Peter followed Jesus Christ from afar off, he denied Him when there was sudden danger. This is the spiritual standard of these five hundred believers. If you remain in this group, you are not sure you can stay to the end - Prov. 9:16-18. Sin may appear attractive but the end result is death. Those who are still afar off from Jesus Christ, occasionally, still go back and taste the world and they came back again to Jesus Christ. Often they are up today and down tomorrow. Most of the time they fall and never return. It is easier to fall than to stand.

To have tasted God and then fall back again is a very unpleasant thing indeed because all the joy that they have will be gone forever - II Pet. 2:20-22.

The five hundred brethren are just like people coming to the church and going back to their houses.

### **THE SEVENTY - Luke 10:1-11**

The second group of people is the seventy. They were fully instructed about what to do on their journey, how to begin, how to behave and what to say. The first thing we learn about this seventy is that they were fixed for service. They were not just bench-warmers. God looked at them and saw that there was something special that this seventy could do; so He set them apart. He found that they would be useful, obedient and be able to take instructions. If you want to move out of the entire congregation, you must obey instructions (i.e. be obedient).

For example, if after this training you are found fit, you will be asked to join the workers. Then, suddenly, you discover that you have to obey the Pastor more than before. You have to make up your mind whether to obey the Pastor and remain with the workers or to disobey and join again the ordinary members who are represented by the five hundred.

When you are just in the congregation (five hundred), you can travel anytime you like or anywhere you like. You do not need to tell the Pastor. However, the moment you join the workers (seventy), even if you are going to see anyone over the weekend you have to inform the Pastor.

Even if there is a work to be done by workers that requires the presence of every worker and you have your own programme, you have to choose either what others are doing or you choose your own programme and go back to the congregation (five hundred). It is a question of choice.

To be among the workers, you must be there forever. You may decide voluntarily not to be a member anymore but once God has made you head, may you not become tail again. If you cannot do what the seventy did today, you cannot go farther than the five hundred. The Gideon's Army were chosen because they were disciplined.

### **THE RESPONSIBILITY OF THE SEVENTY**

Those who will be among the seventy must learn to serve continuously. When Jesus sent them out, He did not follow then Himself. This means anyone who belongs to the seventy must learn to serve without supervision - Phil. 2:12.

Wherever he is, he will perform well as if Jesus is there. Whether the Pastor is there or not, he will still be working for God because he knows

he is not working for man and It is only God who will reward him - Col. 3:22-24.

Jesus asked them not to take any money with them because He was trying to teach them how to endure hardship. When you are sent somewhere you do not know and you are asked not to take any money with you, you know you have to endure. Nobody can join the workers unless he can fast. Occasionally, you will come to the church and think that after the service you will eat but you discover that there is no time for eating till the evening. Fasting is one of the responsibilities of workers. Fasting helps you to grow spiritually. If you want to join the group of seventy, you must be ready to endure hardship and be ready to fast.

Anyone who wants to join the work-force must be ready to serve God with all his ability - Matt. 5:20-23. You cannot do more than your best but God expects you to do your best. If you do your best, He knows you cannot deceive Him. The seventy were asked to go without taking anything with them. It means they were supposed to use whatever they had for God. Anything you have, you must be willing to use it for God. Nevertheless, make sure you take the best for God - Mark 14:3-9.

Also, Jesus sent them without supervision so that they might serve Him without seeking recognition. They worked for God without eye service (I Peter 4:11). In other words, when you belong to the circle of seventy, you must be doing things only to glorify God, not seeking the praise of anybody; not that anybody may see you. You must learn to serve with humility. (John 13: 14). It is one of God's ways of teaching humility. You cannot be in the group of seventy without the teaching of humility. If you still consider yourself as someone indispensable, God cannot use you.

Those that God will use must be ready to serve Him joyfully (Psalm 100:2). If you want to be in the group of seventy, you must learn to serve God with JOY. When you are asked to do something, you must do it joyfully.

Finally, you must remember that your efforts are not in vain. In your running up and down, praying and fasting, remember I Cor. 15:58, When God asks you to go out and work, you can be sure He is going to reward you in the end. Whatever you do for Him, you can be sure that the reward is on the way.

Those who are in the group of seventy must:-

- (i) Serve continuously.
- (ii) Learn to serve without supervision.
- (iii) Be ready to endure hardship.
- (iv) Be willing to work to the best of their ability.
- (v) Be willing to use whatever they have and their best for God.
- (vi) Learn to serve without seeking the praise of anybody because all glory must belong to God (i.e. avoid eye-service).
- (vii) Learn to serve with humility.
- (viii) Be willing to serve Him with joy.
- (ix) Constantly remember that their efforts will not be in vain
- (x) Know that they need prayer to make all the above possible.

John 15:5. Christ says, "without me you can do nothing." Mark 3:13-15.

### **THE TWELVE (THE AMBASSADORS)**

Jesus chose the twelve to live with Him and sent them out to preach, to have power to heal and to have power to cast out evil spirits. These are the four things that Jesus said the twelve should do - Mark 3:13-15.

Anybody who thinks ahead of the present and who thinks about what will happen tomorrow, will not have a friend. This is because worldly people believe in the food that is ready i.e. they prefer to enjoy now and later face hardship. Jesus Christ preferred to endure hardship and later enjoy the rewards. He knew that a day was coming when He would be crowned, when He would be glorified. This was why He had no friends. This was why He arranged to select the twelve that would move together, come in and go out, with Him. Sometimes He was homesick; He was constantly talking to the Father, "that glory we have together, I do not forget, do not let this glory pass me by." Occasionally, He sneaked out to pray alone to the Father. Those who want to deal with Jesus must be sanctified.

He chose the twelve because they had something special. They deserved being His Ambassadors because:

1. They were of humble character; (gentle) very truthful, prayer warriors, holy within and out.
2. Their only ambition was to make their Captain happy, to please Him joyfully (II Tim. 2:4). Our own ambition too is to please Him.
3. Whatever they did, they did like their Captain. An African adage says, if the leaf stays so long with soap, it automatically becomes soap. Because they lived with Christ, their action was like Christ. (John 2:6).
4. Anyone who saw them knew that they had been with Jesus for long. (Acts 4:13). If someone sees you in a market-place, will such one say you are a child of God?

### **THE THREE**

From among the twelve, Peter, John and James were chosen on several occasions to accompany Jesus Christ - Mark 9:2-9; 5:37, Matt. 17:1-9; 26:36-38.

### **THE ONE**

John the beloved was privileged to be the closest to the Master from among the three disciples - John 20:2, John 21:7, 20

## Module 9: DIVINE ENDOWMENT (YOUR GIFTS, CALL & MINISTRY)

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### **DISCOVER YOUR GIFTS – 1 Cor.12: 4**

Your God given gift is in the Greek language “charisma”, meaning grace, favour or talent that enables you to do certain things specially. It becomes activated at the point of salvation and/or the baptism of the Holy Spirit.

Gifts can also be imparted through holy and anointed servants of God – Rom. 1 :11.

#### **The purposes of the gifts are:**

1. To glorify the Father –Rev 4:11.
2. To edify the church – Eph 4:12-13.

#### **You can abuse your spiritual gifts by:**

1. Not using those gifts imparted to you – 2Tim. 1:6, 1Tim. 4:14.
2. Attempting to use those gifts not imparted to you –Acts 8:9,13,18-19.
3. Not using the gifts in love – 1 Cor. 13:1.

### **UNDERSTAND YOUR CALL - 1 Cor.12:6**

What is your call? It is the divine assignment or task that you were born with that must be carried out in line with the growth and development of the kingdom of God on earth - Jeremiah 1:5, Gal 1:15.

Your call is proportionate to your gifting and potentials.

### **IDENTIFY YOUR MINISTRY - 1 Cor.12:5**

What is a ministry? A ministry is the department or office for the actualisation of a divine assignment, called “call”. It is not necessarily a title but a place of service in God’s vineyard.

Basically, there are five foundational ministries (offices of administration) under which other ministries or departments may be categorised. These are as stated in Eph 4:11

1. Ministry of Apostle
2. Ministry of prophets
3. Ministry of evangelists
4. Ministry of pastors
5. Ministry of teachers

(This is for the purpose of this teaching).

Let us examine the various gifts given to believers to do God's work (call) in our divine placement (ministry).

## **APOSTLES**

The Greek word translated apostle is “apostolos” meaning a delegate, one sent with full power of attorney to act in the place of another, the sender remaining behind to back up the one sent.

In the case of Christians, it means God sends them to do what He, Himself would do if He went –Heb. 3:1, Matt 28:19-20, Mark 3:14-15, Luke 6:13.

Included in this ministry are the called missionaries, church planters and general overseers.

There are twenty four apostles recorded in scripture. Prominent among the apostles in the scripture is our Lord Jesus Christ – Heb. 3:1, the twelve disciples, Paul, Barnabas, Andronicus, James etc.

## **PROPHETS**

The Hebrew word translated prophet is “navi” and it connotes one who is spokesman for God (Heb 1:1). Prophets are primarily preachers of righteousness (Acts 15:32) but sometimes foretell the future (Acts. 11:28, 21:10). Prophecy is one of the gifts of the Spirit (1 Cor. 12:4-11,28) and those who have and exercise this gift persistently are called prophets.

Included in this ministry are the songs ministers (choristers) and intercessors. However, being a prophet is beyond the simple display of the gift of prophecy (1 Cor 14:5). It is along side supernatural signs (visions, dreams, and trance) inward voice and unusual visitation of the presence and power of God.

There are about seventy-eight true prophets and prophetesses lifted in the Bible e.g. Jesus, Moses, Samuel, Elijah, Elisha, Daniel, Haggai, Deborah, Jonah, Agabus, e.tc.

## **EVANGELISTS**

The Greek word “evangelistes” translated evangelist means one that announces or spreads the good news of God's kingdom. Although we are all charged to do the work of an evangelist {2 Tim 4:5, 2Cor. 5:18), there are believers called with the ministry gift of an evangelist. Evangelists are mobile ministers. They are not confined in service to one spot but move about in different localities, preaching the good news concerning Jesus Christ to those who have not heard

the message before. Evangelists pull crowd because of strong faith that brings down signs and wonders.

## **PASTORS**

The Hebrew and Greek words translated ‘pastors’ in the scriptures are ‘ra’ah’ and ‘poimen’ respectively, meaning ‘shepherd’.

The calling of a pastor is that of a “shepherd”: to tend, feed and guard the sheep or flock of God. A pastor is an overseer of a number of God’s people. Pastors give proper attention to people and are accessible to the sheep. They do a lot of counselling, praying and restoration of lost souls (Jer. 3:15). Pastors must possess, among others, the qualities highlighted in 1Tim 3:1-7 and live an exemplary life.

Included in the pastoral calling are the house fellowship Leaders and children/teenagers leaders.

## **TEACHERS**

The Greek word” didaskalos” meaning ‘master’ is used to connote a teacher in the scriptures. Jesus was given this description in John 3:2. Hence, a teacher is a specially called person that imparts instruction and communicates knowledge of the word of God as if he is the author of the Bible.

A teacher illuminates scriptures with a lot of revelations and truth discoveries. He is a Bible scientist who discovers and makes clear hidden truth and latent power behind the word of God. He is never boring to listen to.

## **GIFTS – MIX**

There could be what we call gift – mix (i.e. a combination of two or more of the ministry gifts). One may be dominant over the others. It is best to discover your dominant ministry gift, so as not to ‘major on your minor and minor on your major’. The more effective and efficient you are in the operation of your ministry gifts, the more relevant you become to the body of Christ and the world at large.

## **OTHER MINISTRIES FOUND IN THE BIBLE**

We have talked about the five foundational ministries as stated in Eph 4:11. However, the Bible clearly spells out some other ministry gifts and offices of operation. 1Cor. 12:4-6 tells us that there are “diversities of gifts” given by the same God. Other ministry gifts are:

1. **Working of miracles-** This is supernatural power to intervene in the ordinary course of nature and to counteract natural laws if necessary - Heb 2:3-4, Matt. 17:20. There are believers divinely anointed and appointed to occupy this office whose utterances, actions and faith bring about visible or sign miracles. This gift may or may not complement any of the foundational ministries earlier discussed. **Faith** is the key condition here (Mk. 11:22-24).

2. **Gifts of healing:** This is supernatural power to heal all manner of sickness without medicine or human aid –Mk. 16:18, Acts 3:6. Some believers are divinely anointed and appointed to operate a healing ministry. They may not be able to preach or teach like the other ministers but a mere laying of hands make the sick to recover immediately. However, the gift can manifest and complement the other foundational ministries (Acts 19:11-12).

3. **Gift of help/ministering:** The Greek word translated “helps” in 1 Cor.12:28 is “antilepsis” meaning supporter, assistant or protector. It refers to supernatural ability to perform practical and helpful works in a gracious manner. This office include those of deacons, deaconesses, ushers, sanctuary keepers, technical crew, drivers, medical practitioners, midwives etc.-Rom 16:3,9, 1Cor 16:16. These are the “Aarons” and “Hurs” needed to steady the hands of the Moses (the pastor- Exodus 7:10-13). Their place in the body of Christ and ministry must not be underestimated. They also care for the poor and the needy e.g. Dorcas- Act 9:36-39, Phoebe- Rom 16:1-2. Those endowed with the gifts of giving and showing of mercy can also be grouped in the ministry of helps.(Rom 12:7-8)

4. **Government/ Ruling/ Administration:** This is the supernatural ability to organise, administer and coordinate the various affairs of a local church. The Greek word ‘kubernesis’ means a steering, pilotage or a guidance. It refers to the divine responsibility of all means of guidance and administration in the church - Titus 1:4-5. This does not necessarily connote power to rule but to the gift of extraordinary wisdom, knowledge and discernment to guide the church in its affair and problem. They are advisers and administrators specially gifted to manage people and events. A local church will not grow beyond a certain point unless it employs the service of those individuals empowered with this gift.

5. **Gift of Exhortation:** - Romans 12:8 mentions the divine ability to exhort. The root word in Greek is “parakaleo” also translated “to call aside”, ‘make an appeal to by way of entreaty’, ‘instruction of comfort’. People like Barnabas called son of consolation or encouragement are supernaturally gifted to counsel and strengthen the brethren for the journey of life. Called and trained

counsellors exhibit this gift and operate effectively in the counselling arm of the church. Gospel musicians may also possess this gift. This gift can be listed under the ministry of prophets.

### **OTHER GIFTS/ MINISTRY NOT LISTED IN THE SCRIPTURE**

With the growth and expansion of the body of Christ, there are other gifts and ministries that have been identified in the church. Among these are drama, music, instrumentation, speech, writing and art. Though one may refer to these as simply talents, their growth and role in the area of evangelism and soul winning through inspirational messages can not be over emphasised.

## Module 10: THE MINISTRY OF RECONCILIATION

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One unifying call to every believer is the ministry of reconciliation, regardless of your call or ministry, gift or talent every member of the body of Christ has a primary duty to bring sinners to the knowledge of Christ and accept Him as Lord and Saviour. 2 Cor. 5:18 says “And all things are of God, who hath reconciled us to himself by Jesus Christ and hath given us **the ministry of reconciliation**”. This is why our Lord Jesus Christ gave a command (call) in Mark 16:15 “..., go ye into the world and preach the gospel to every creature” Therefore, all other activities in the ministry must complement (go along with) the ministry of reconciliation (1Cor 9:16). Souls must first be reconciled to Christ before they can be called into ministry.

### **SPECIALLY CHOSEN TO BEAR FRUIT**

A worker is one who has been chosen and advanced for a special purpose, which is fruit bearing- Jn. 15: 16. He is a sanctified consecrated worker for this divine assignment. His choice qualifies him particularly to bear at best two categories of fruits.

- (1) The fruit of the Spirit – Gal.5: 22-23.
- (2) The fruit of soul winning- Prov. 11:30, Ezek. 33: 7-9.

In order to bear fruits that will abide, a worker must first abide in Christ- Jn. 15: 5, 16.

### **EVANGELISM & MISSIONS**

There is the urgent need for aggressive evangelism and mission outreaches because the harvest is plenty but the labourers are few-Mt 9:37-38. Evangelism and missions are not optional for every Christian worker because :

- (1) It is God’s desire that the light of the gospel should cover the whole world - Gen 1:2-3, Isa 60:19, Num 14:21

- (2) God has chosen us to be the means by which He will shine His light and glory to the whole world - Mt 5: 14-16.
- (3) We are to go all over the world to preach His word and make disciples.
- (4) We are to help those who want to go and preach all over the world by sending clothes, books, materials, food and money to the missionaries.
- (5) We are to fervently pray for the missionaries and all those people who do not yet know Christ.

## Module 12: **BROKENNESS IN CHRISTIAN SERVICE**

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Brokenness is a process by which the flesh is subdued in order to imbibe the spirit of meekness and humility – Mic. 6:8, Mt.11:29, 18:4. It involves the crucifixion of the flesh and its influence over the inner man – Gal.5:24, Rom.6:6, Col.3:12.

The unbroken person is ruled by self and pride. Self is the state of full manifestation of the works of the flesh-Gal.5:19-21.

Brokenness of the spirit in “self ” must be a vital goal of every worker in the Lord’s service. This can be achieved through the following means:

- (1) Personal decision to subdue self - Mat 18:4, Mat 20:26-27, Phil. 2:3.
- (2) Divine enforcement - Jam. 4:6, Prov. 15:25a, Mat. 23:12, Luk. 1:52.
- (3) Living a life of humility because pride brings a person into personal confrontation with God- Jam 4: 6, 10, Matt 23:12.
- (4) Fear and reverence for God – Ps. 111:10, Pro. 1: 7, 3:7, 8:13 . The fear of God is the whole duty of man- Eccl. 12:13.
- (5) Surrendering one’s self as an instrument of God in accomplishing His purpose on earth – Ezek. 22:30. These instruments are battle-axes, giant-killers, revivalist, reformers, co-workers with Christ and tools in the hand of the Holy Spirit.

Hence, Ps 34:18 tells us that “The LORD is nigh unto them that are of a broken heart; and saves such as be of a contrite spirit.”

## Module 13: CHURCH ADMINISTRATION

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Administration means governance or management. Administration is crucial both in secular and spiritual matters. It is a tool for orderliness and sanity in the church- Tit. 1:5 , I Cor. 14:40, Exo. 18: 13-26, Acts 6: 1-5.

Some management tools include:

1. Effective delegation- Exo 18: 13-26.
2. Consistent search for available and faithful men - Mt. 25: 14-29.
3. Proper planning- I Cor 14:40.
4. Uncompromising – Acts 5:11.
5. Love and unity– Ps 133:1.
6. Accountability- I Sam 12: 3-5.
7. Prayers - Zech 4: 6.

## Module 14: AN INTRODUCTION TO THE VARIOUS DEPARTMENTS IN THE REDEEMED CHRISTIAN CHURCH OF GOD

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In this module, we want to provide general background information about all the various departments existing in a local assembly of The Redeemed Christian Church of God, anywhere. The functions of the departments, purpose and mode of operations are also enumerated. The essential spiritual, psychological and mental qualifications required to satisfactorily work in any of these departments and be fulfilled are equally explained.

It is hoped that every intending worker that goes through this module will be able, through the help of the Holy Spirit, make informed decisions concerning where best to apply his/her energy, time and other resources in the service of our living God, Amen.

## OVERVIEW

An organisation can be defined as a system of coordinated activities involving people or a group of people who work together to achieve a common goal through a hierarchy of authority and division of responsibilities.

The Redeemed Christian Church of God is a model organisation having clearly defined goals and striving consistently to actualise these goals via a well-structured hierarchy of authority, pyramid of administration and equitable division of labour.

Thus, any intending worker in the church is obliged to understand the RCCG in terms of Vision, Administrative Structure, Organogram, Hierarchy of authority, Activities and how all these synergize to achieving a common goal.

## INTRODUCTION

**“And he gave some, Apostles; and some, Prophets; . . . for the perfecting of the saints . . .” Ephes. 4:11-13, 1Cor.12:27-28.**

The church is the body of Christ. It is a divine, eternal organisation with a divine goal. It is a unified body, irrespective of denomination and nomenclature. Administrative systems and responsibilities may differ, but the goals must be the same for all. Else, it is no longer a member of the body of Christ.

In the Body of Christ, division of labour, responsibilities and administration is strictly a matter of calling. A CALLING is a line of duty to which an individual has been assigned and for which he will be rewarded after accountability.

The Scripture, which is the working manual of the body of Christ, categorises the various types of calling as: Apostles, Prophets, Evangelists, Pastors, Teachers, Miracles, Healings, Helps, Government, and Diversity of tongues etc – Romans 12:4-8

Every calling is enabled and backed by a measure of divine ability or grace, otherwise called spiritual gifts. One may have a single or multiple callings – depending on his/her measure of grace.

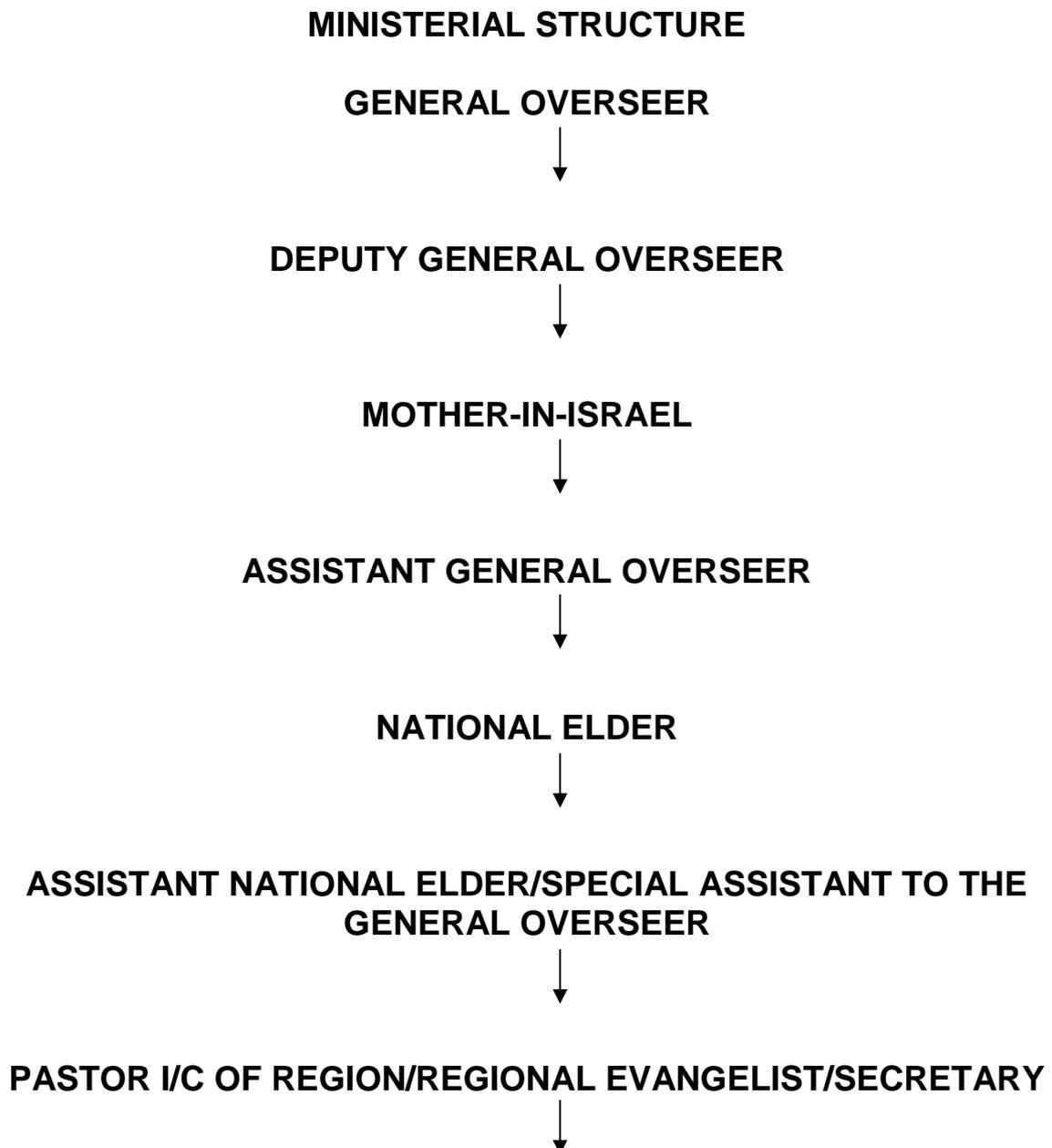
Through these callings, the Church is managed for an enforcement of divine intentions, actualisation of divine mandates and perpetuation of the perfection of the Body of Christ.

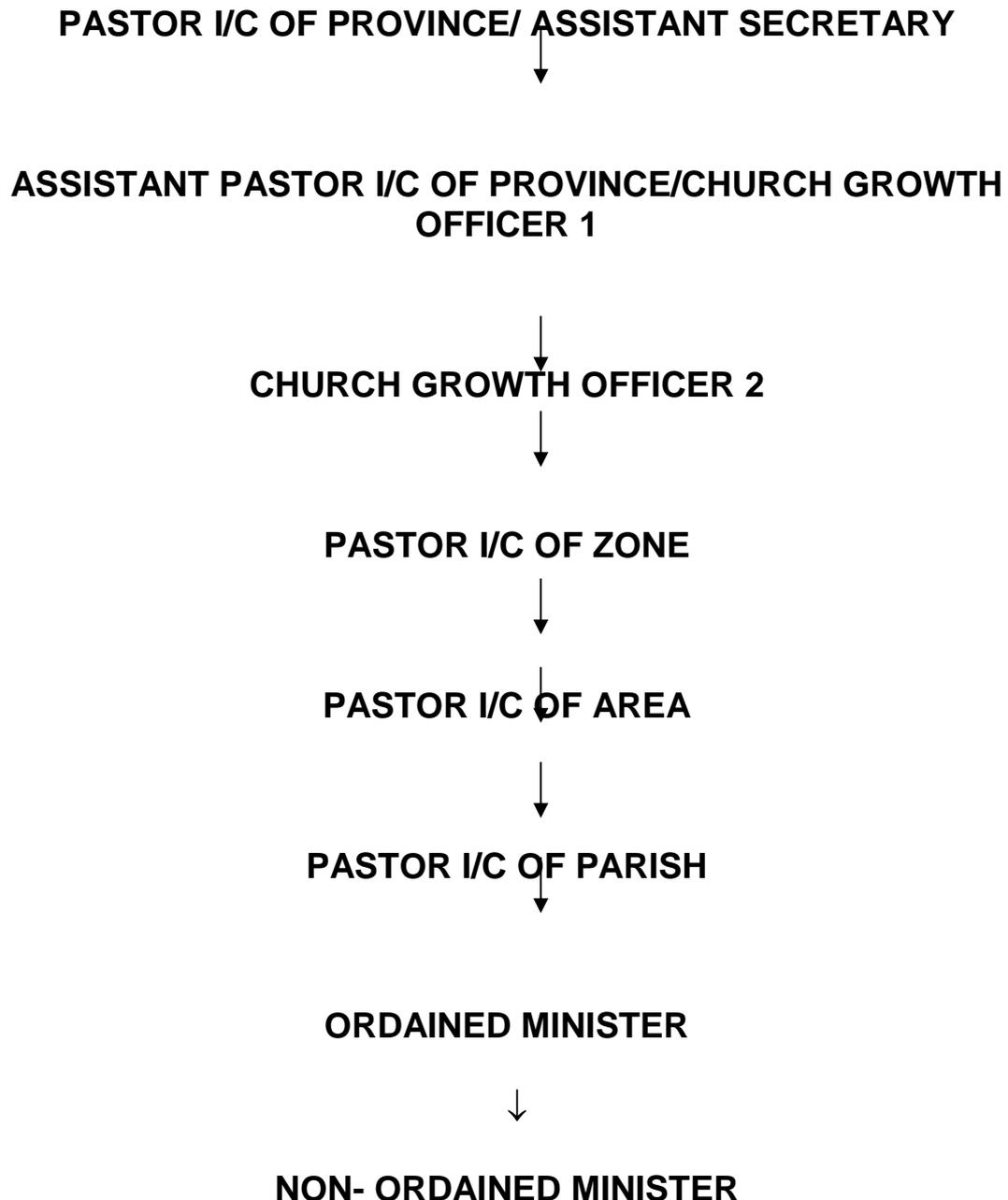
## **MODULE 1.1**

### **RCCG FLOW CHART ON MINISTERIAL ORGANOGRAM**

The RCCG has a ministerial structure and mode of operation which enables her to harness her God-given resources and grow at the pace now observed.

**FIG 1.1**



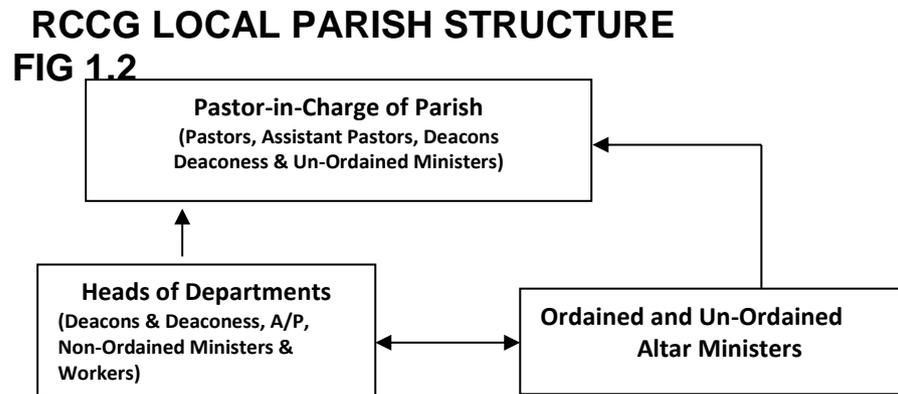


### **AN OVERVIEW OF THE LOCAL PARISH STRUCTURE**

As stated earlier, the local Parish (besides the House Fellowship Centres) is the lowest rung in the Ministerial structure of the RCCG and thus, every policy starts at the local Parish level.

The administrative structure of a Local Parish of the RCCG comprises a Pastor-in-Charge as the head. He is also supported in administration by other ordained and non-ordained Ministers.

For ease of administration, there is a segmentation of the Local Assembly into Various Departments. This gives rise to Heads of Departments who finally share the overall responsibilities of the church administration with the Pastor-in-Charge of the Parish. The reporting line is shown in Fig.1.2



## TYPES OF DEPARTMENTS AT THE LOCAL PARISH

### 1.0 DEPARTMENT

### THE CHOIR

The Choir is one the oldest groups in Church history. It is of the Priesthood, dating back to the Old Testament Worship. It comprises a group of musicians that sing and play musical instruments to lead worship in God’s presence. In the Old Testament, the Choir was usually made up of the Sons of Levi who led worship in the Tabernacle. This rite was their sole obligation - 1Chr.15:16, 6:31-35, 2Chr 7:6.

Because music has an eternal function in worship of Jehovah God, the Choir also becomes relevant in the New Testament Church – Rev.5:11, Matt. 26:30, Acts 16:25

In RCCG, the Choir at the local church level is headed by a Choir Co-coordinator who may have an Assistant; both reporting to the Minister-in-Charge of the Choir in the Parish. The department usually comprises Lead Vocalists, Back-up Singers and Instrumentalists.

They are always at liberty to organise themselves and their activities for optimised productivity.

## **FUNCTIONS OF THE CHOIR DEPARTMENT**

The functions of the choir include, but not limited to:

1. Providing sacred and Gospel music to lead worship during church services/events.
2. Performing specially rehearsed songs to minister to the congregation during the service.
3. Providing music to lead worship on special occasions e.g. Revival Meetings, Weddings, Naming or Burial Ceremonies etc.
4. Meeting regularly for music rehearsals at agreed periods of the week.
5. Regularly learning new songs and hymns, etc to be able to lead worship effectively and teach the church same.
6. Providing regular reports of the activities of the department to the Pastorate.

## **QUALIFICATIONS OF A CHORISTER**

1. **HUMILITY:** An intending chorister must be ready to be submissive and subordinate to the choir leaders. This is critical because the choir is usually a place for the “Stars and Super-Stars” who like to show off their stuff to everyone.
2. **QUICK-LEARNING SKILL:** Time is never sufficient during rehearsal because there are always many songs to learn. Therefore, an ability to learn quickly is a big asset to a good chorister. Besides, one must be highly teachable, musically.
3. **GOOD VOICE AND HEARING ABILITY:** A good voice and listening ears for rhythm, tones and sounds are valuable to an intending chorister else, he must be ready to endure thorough training to acquire these skills.
4. **PRACTICE SKILL:** This implies doing the same things correctly under instructions repeatedly, several times for a length of time until the act is improved upon and mastered for a perfect presentation. Not everyone can endure this – because of the

discipline of focus and concentration it demands. Some songs can take several days and some musical instruments several years to master.

5. **MATURITY:** As in other things, an intending chorister must handle his emotions well. Music rides on emotions. A fellow may be admired, appreciated or flattered for a good performance and conversely embarrassed, misunderstood and unduly criticized or ignored due to a perceived poor performance.
6. **TOLERANCE:** The choir is a heterogeneous mixture of different age groups. Therefore, an elderly fellow must be ready to tolerate the idiosyncrasies and exuberance of the lesser-aged who are always the majority in the choir.
7. **MINISTERIAL ETHICS:** A chorister is a minister. He must be morally and ethically minded else, he becomes a tool for the devil.
8. **AVAILABILITY:** This is very crucial! There can be no improvement and mastery without thorough participation. Ability without availability is a futility.
9. **COMPLIANCE WITH CHOIR REGULATIONS:** The stipulated choir regulations must be observed - including the need to wear choir uniforms as the occasions may require.
10. **NEATNESS:** A chorister must be simple in outlook, well dressed and neat in his/her uniform during church events.

## 1.1 THE PRAYER BAND DEPARTMENT

This group is called the Prayer Warriors or the Power House. This is due to the obligations fostered on them. Though every Christian has the obligation to pray, this group is specifically saddled with the obligation to pray for the church and “lift up the hands of Moses” – the Moses in this case being the Pastor-in-Charge at various levels of administration of the church.

### FUNCTIONS OF THE PRAYER BAND DEPARTMENT

1. Praying constantly for the church
2. Voluntarily and personally waiting on God with self denial e.g. fasting to seek God’s face
3. Standing in the gap for individual members of the church who are facing challenges.
4. Anchoring prayer sections before and during services/special programmes e.g. **Let’s go A-fishing.**

5. Providing regular reports of the activities of the department to the Pastorate.
6. Ensuring that the prevailing spiritual fire on the altar does not recede.

## **QUALIFICATIONS OF A PRAYER WARRIOR**

1. **PASSION FOR PRAYER:** The essence of praying for the church is because of the love for the church. Without a passion for the work of God and a concern for the church members, one cannot be a prayer warrior.
2. **AVAILABILITY:** As stated earlier, one needs the time to be available to join others to pray at agreed periods of time.
3. **HOLY AND RIGHTEOUS LIVING:** This is necessary, so as to protect one's self from reprisal attacks of enemies whom the group constantly attacks as they stand in the gap for the people of God.
4. **LOVE FOR PRIVACY:** An intending prayer warrior should be ready to work behind the scenes, in the background – not being seen or heard during an on-going service. Members of the Prayer Band usually confine themselves to an isolated place to keep away from distractions during big church events. This is so as to stand in the gap and gain maximum success for the event.
5. A prayer warrior must be fearless with a dogged fighting spirit, not easily giving up and discouraged in the place of prayer because prayer is warfare.

## **1.3 THE USHERING DEPARTMENT**

This is a paramilitary group. They administer security, orderliness and the observation of protocols in all church events. Their responsibilities are large. The group is led by a Head Usher.

### **FUNCTIONS OF THE USHERING DEPARTMENT**

1. Welcoming members, guests and visitors into the church auditorium or venue of church events and politely directing them to their seats.
2. Getting the venues of church events ready before the events start. This includes cleaning and arranging the seats and furniture, decorating the auditorium to ensure good aesthetics.
3. Assisting in the sanitation and cleaning of the inside and outside of the venue premises before, during and after the events.

4. Monitoring and ensuring orderliness of people's movement and conduct during church events.
5. Collection of all offering during events, counting and recording them into all the necessary books for statistical record.
6. Handing over the checked offerings to designated officers who take them to bank at once.
7. Attending to the needs of congregation members during an on-going event/service.
8. Taking attendance of the congregation in church events/services and recording this in all necessary books as stipulated.
9. Assisting in checking and evaluating church inventory
10. Taking good custody of all past and present books/records containing the statistics of events of the church.
11. Waiting on the Pastors and Ministers for errands to meet official needs during and after events.
12. Providing regular reports of the activities of the department to the Pastorate

## **QUALIFICATIONS OF AN USHER**

1. **MATERIAL CONTENTMENT:** This is one of the first immediate qualifications to be an Usher. Because, part of the duties of an Usher is to collect, check and record various types of offerings. Therefore, anyone who does not have a stable means of livelihood and cannot resist the temptation to steal should never volunteer to be an usher at all
2. **HUMILITY:** An intending usher must indeed be humble and patient because ushers interface directly with the members, guests and visitors having various temperaments, manners and may be in different moods – yet, they all must be well received by the ushers!
3. **CHEERFUL ATTITUDE:** The first person to meet in a church event is the usher. If one needs a help during an event or service, the person to call is also the Usher. Thus, a good usher must exhibit a cheerful and sweet temperament all the time during an event, irrespective of his/her personal challenge. This calls for a good human relations and soft character.
4. **NEAT AND ATTRACTIVE OUTLOOK:** Most people are attracted or put off by what/whom they see and how they interpret this. A neat and attractive (not necessarily sophisticated) outlook is

compulsory for an usher. This can affect so many things in a church event.

5. **ETHICS:** An usher must be ethically minded. The conducts of ushers are highly guided by regulations which are both stated and implied. Contravention of any of these may bring undesirable consequences.
6. **STAMINA/ALERTNESS:** All through a church event, most ushering works are done standing on one spot or moving up and down, being alert all the time. This requires a good measure of stamina and strength. This is to be considered by an intending usher.
7. **PRAYERFUL:** Ushers do not close their eyes in church events - even during prayers. Nevertheless, they must be prayerful all the time so that the Holy Spirit may flow as events progress during the service.
8. **SMART AND INTELLIGENT:** This is a highly sought after attribute among ushers in the church today. People like to be easily understood, well treated and honoured. An usher with these qualities will make a good impression.
9. **ENDURANCE:** All the above stated obligations require a spirit of endurance to drive them. After events in the church, ushers are usually the last to leave the premises and they are to get there before anyone else. This requires endurance.

## 10. **SECURITY**

**CONSCIOUSNESS:** A good usher must have security instincts and consciousness because all who come to church events do not have the same motives. Some have ulterior motives. An usher must be smart enough to exercise good initiatives when there are security issues

## 1.4 THE TEACHING DEPARTMENT

The Teaching department, like the Choir, has one of the oldest obligations in the Priesthood right from the Old Testament period. Most of the Old Testament prophets were teachers. When Jesus Christ came, He was also a teacher, besides other things. This group is made up of trained, educated and informed workers who regularly assist the Pastors to educate the church morally and spiritually. Their impact on church spiritual growth is highly critical.

In RCCG, the teaching department comprises the Sunday School Unit and the Children/Teenagers' Teachers. The teaching department also includes units like the Believers/Baptismal Class and Workers-in-Training Class.

All these are supervised by the Directorate of Christian Education at the National level of the RCCG.

### **FUNCTIONS OF THE TEACHING DEPARTMENT/SUNDAY SCHOOL DEPARTMENT**

1. They meet to pre-view the Sunday School and Baptismal/Believers teaching manuals so as to prepare the teaching of the following Sunday Service.
2. They prepare the Digging Deep materials used for Tuesday Digging Deep.
3. They provide counselling to their students and look after them to ensure their steady spiritual growth.
4. Preparation of candidates for baptism.
5. Training of volunteers as workers in the church.
6. Providing regular reports of the activities of the department to the Pastorate.

### **QUALIFICATIONS OF A SUNDAY SCHOOL TEACHER**

1. **LITERATE:** An intending worker in this unit must be literate, educated, informed and a regular reader of the Bible.
2. **TEACHABLE:** The one who will be a teacher must first be teachable himself, and then he will be open to other people's ideas as no one is an island of knowledge.
3. **GOOD COMMUNICATION SKILL:** A teacher should be able to conceptualise, articulate and express divine truths and knowledge in a simple language that uneducated people can easily understand.

4. **MODELLING:** A teacher is automatically expected to be a model of what he teaches else, he will be a misfit.
5. **MATURE and FRIENDLY:** This is necessary to be able to handle the intellectual needs of the students.
6. **KNOWLEDGEABLE:** He must be well informed on the subject matter he intends to teach. This is necessary to avoid confusing the students and leading them into errors.
7. **BOLD AND CONFIDENT:** A teacher is also a watchman who should not spare the rod but gently rebuke evil and instruct the students in righteous living through his teachings.
8. **WELL MANNERED:** The first person to judge is the teacher. Her manner and life style must not contradict her message.
9. **PATIENT:** For knowledge to translate to good character, patience must be exercised. A teacher must not give up easily on his students.
10. **PRAYERFUL:** No divine assignment succeeds without spending time in the place of prayer.

## **FUNCTIONS OF THE CHILDREN/TEENAGERS' TEACHERS**

1. Keeping the children busy by gainfully engaging them, and preventing them from wandering and loitering during the service.
2. Providing qualitative Christian education for the children in the church.
3. Organising special children events that can impact positively on their lives.
4. Counselling the children on academic, intellectual and spiritual matters.
5. Modelling them to be able to grow and mature in all aspects of their lives
6. Assisting them in prayers to be able to overcome personal struggles.
7. Providing regular reports of the activities of the department to the Pastorate.

## **QUALIFICATIONS OF A CHILDREN/TEENAGERS' TEACHER**

The qualifications of a children/teenagers' teacher are the same as those of the Sunday school teacher stated above. Nevertheless, the following attributes are also required, namely:

1. **PASSION AND LOVE FOR CHILDREN:** Not everyone can actually cope with managing children and teenagers due to their peculiar habits. To succeed in this calling, one must have natural love and interest to relate to children in a way they will be blessed.
2. **UNDERSTAND THEIR LANGUAGE:** To be able to communicate with them, you must understand their language and be able to speak it.
3. **TOLERANT:** A man of critical spirit will never succeed with children. One must learn to tolerate them and gently rebuke them for errors.
4. **DEPENDABLE:** Children always prefer people they can depend upon. They would willingly submit to such individual and trust him blindfolded.
5. **MORALLY UPRIGHT:** Because children and teenagers submit completely to those they are able to trust, it becomes obligatory that their teachers must never take undue advantage of them or abuse their trust in any way. Especially, male teachers towards female teenagers. This will have disastrous consequences.

## **1.5 THE SANITATION DEPARTMENT**

Cleanliness, they say, is next to Godliness. The Sanitation department is a very important unit without which the church premises will become a refuse dump. This unit is not as conspicuous, attractive and sensational as some of the other departments. However, the impact of what they do or fail to do does have immediate effects on the atmosphere of worship in any event of the church – because God is holy.

The unit is led by a Head of Sanitation. Any willing, lowly minded individual can be a member of this department.

### **FUNCTIONS OF THE SANITATION UNIT**

1. Ensuring that the premises of the church or venue of church event are clean, neat and tidy before, during and after the event.
2. Ensuring a proper disposal of wastes at designated places after thorough cleaning
3. Regularly organise, maintain and enforce the observation of sanitation regulations in the church.
4. Regularly clean the toilets, bathrooms, offices and other places frequently used in the church

5. Occasionally collaborate with the ushers to arrange the seats and furniture at the venue of church events.

## **QUALIFICATIONS OF A SANITATION WORKER**

1. **HUMBLE:** Indeed, the individual who will work in the Sanitation unit must be a quiet, humble and caring individual who does not work to be noticed.
2. **NOT EASILY NAUSEATED:** Different types of rubbish and wastes are found at venues of church events – including the toilets. To be able to clean these, one must have the right psychological state of mind without being sickened with the job.
3. **HYGIENIC:** It is important to be hygienically minded in the spirit of the job for personal safety and health.
4. **READY TO WORK UNNOTICED:** The duties of a sanitation team do not usually attract celebrations, accolades and instant praises the way some are wont to be. This unit is not for those who like to be in the limelight for the smallest opportunity and be praised for the smallest effort.

## **1.6 ENGINEERING DEPARTMENT**

This is another unit that works behind the scene, unnoticed until something goes wrong with the microphone, the speaker or any of the public address system. This unit is saddled with the responsibility of ensuring that all the public address systems at the venue of a church event are working all the time.

## **FUNCTIONS OF THE ENGINEERING DEPARTMENT**

1. Ensuring that all the public address systems of the church are working optimally.
2. Regular service/maintenance of all the church electrical/electronic appliances, facilities and P.A. systems.
3. Setup and installation of new electrical/electronic equipment.
4. Regularly train to master and optimise the use of the facilities for optimum productivity.
5. Give necessary advice to the Pastorate to obtain a network of scalable Public Address System.
6. Recording and production of church events. The unit has the obligation, upon request, to digitally do an audio/video recording of events in the church for duplication and record keeping.

7. Provision of good acoustic balance. This is critical to worship atmosphere as the events of nowadays are very dependent on technology of communication.
8. Providing regular reports of the activities of the department to the Pastorate.

## **QUALIFICATION TO WORK IN ENGINEERING UNIT**

1. **TECHNICAL KNOWLEDGE:** This unit is for those who have the necessary technical training and skill in the setting up, installation, utilisation, troubleshooting and repair of electrical/electronic appliances and public address systems e.g. amplifiers, sound mixers, speakers, microphones, electronic screens, projectors, etc.
2. **ALERTNESS:** Workers in this unit must always be at alert to sense changes in acoustic balances during events and take appropriate actions.
3. **ENDURANCE:** Until the events end, their duty has not ended.
4. **SPIRITUALLY- MINDED:** Their responsibilities are not just about operating the equipment, but also sensitive to the Holy Spirit as events unfold.

## **1.7 WELFARE DEPARTMENT**

This is the department that organises welfare and harnesses all available resources within the church to provide for the needy in the church.

### **FUNCTIONS OF THE WELFARE DEPARTMENT**

1. Organises for funds and other resources to meet the need of people within the church
2. Specifically identify individuals who need material assistance and organise to meet their needs
3. Give support to the Pastorate to assist the poor, widows and the needy within the church.

### **QUALIFICATIONS TO WORK IN THE WELFARE DEPARTMENT**

1. **GENEROSITY:** One must have a large heart and ready to give to assist others.
2. **LOVE FOR OTHERS:** One must also be the type that loves others and willing to help them.

3. **SENSE OF CONCERN:** Without a sense of concern for others, one cannot make a head way in this department.
4. **CONFIDENTIALITY:** A worker in this unit must be ready to keep official information about others confidential as he will be getting privileged information by virtue of his duties.

## **1.8 EVANGELISM/DRAMA/FOLLOW-UP DEPARTMENT**

Evangelism is said to be the heartbeat of God, and it is the Great Commission. The church has the obligation to carry out this mandate. In order to achieve this, the church must develop realistic strategies and be well organised in her efforts. The Evangelism Department helps to organise and manage church resources in respect of this. This department comprises other subunits such as Drama group and Follow-up group. It is headed by a Head of Evangelism.

### **FUNCTIONS OF EVANGELISM DEPARTMENT**

1. To assist the Pastorate to plan, organise, and manage evangelistic efforts in church events.
2. To develop a blueprint and framework upon which evangelistic efforts can be sustained.
3. Collating lists of names of new converts and visitors at church events so as to follow them up.
4. Assembling and keeping statistical data of new converts, old, current and new church members to monitor their attendance and advise the Pastorate for possible actions where and when necessary.
5. Setting evangelistic goals to be achieved within a specified period of time.
6. Meeting regularly to plan and strategise in order to pursue some preset goals on a timeline basis.
7. Managing all available resources to achieve church or group-defined evangelistic goals.
8. Organise and stage drama play-lets during church events.
9. Providing regular reports of the activities of the department to the Pastorate.

### **QUALIFICATION TO WORK IN EVANGELISM, DRAMA AND FOLLOW-UP UNIT**

1. **ENTHUSIASM:** One must be lively, energetic and enthusiastic to be an effective member of this unit.

2. **PASSION FOR SOULS:** Souls are actually the end products of evangelism. Any efforts may be used to reach them. Without a genuine love for the souls, it will be frustrating to continue as a worker in the unit.
3. **ABILITY TO MEET PEOPLE AND TALK:** It is necessary to develop the positive attitude of meeting and talking to people politely and boldly anywhere as may be led. This is an essential quality.
4. **ABILITY TO ACT ON STAGE:** This is very important for those who may volunteer to be in the Drama Unit.
5. **TIME/AVAILABILITY:** As in all other departments, this unit is not less demanding of time and availability.
6. **COMMITMENT AND DEDICATION:** Without this quality, it will be futile to join the unit. Consistency is of high premium.
7. **RESILIENT:** One requires persistence in following up others. Giving up too soon will not bring expected results.
8. **TESTIMONY OF PERSONAL SALVATION:** No man can give what he does not have. A personal testimony of salvation is of utmost necessity in soul winning. Readiness to share this with others is also important.
9. **GOOD KNOWLEDGE OF THE BIBLE:** This is critical because it is dangerous to go out in ignorance of the word of God.

## **DYNAMICS OF DEPARTMENTAL INTER-ACTIVITIES**

Having studied all the various departments and their objective functions so far, it is now easy to look at how they relate to one another in activities. From the outlines, we can see that the functions of some of the departments are simultaneous and overlapping at various periods while some are just random. Therefore, we can conclude:

**FIG 1.3**

<b>NAME OF DEPARTMENT</b>	<b>FUNCTIONAL TIME OF DUTY (Relevance to Church Events Real-Time)</b>	<b>TIME OF MEETING</b>	<b>MODE OF DRESSING</b>
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<b>CHOIR</b>	<b>During the Service (Physically Involved in Church Services)</b>	<b>Saturdays &amp; Other days</b>	<b>Uniform</b>
<b>PRAYER BAND</b>	<b>Before the service, (but not physically involved in the services)</b>	<b>Any day of the week</b>	<b>As generally required of workers</b>
<b>USHERING</b>	<b>Before, during &amp; after service (fully physically involved in church services.)</b>	<b>Any day of the week</b>	<b>Uniform</b>
<b>SANITATION</b>	<b>Before, during &amp; after service (relevant during service, but not physically in the programme.)</b>	<b>Any day of the week</b>	<b>Non-Uniform, but in Jackets</b>
<b>TEACHING</b>	<b>Before the service, but not Involved in the service.)</b>	<b>Any day of the week</b>	<b>As generally required of workers</b>
<b>ENGINEERING</b>	<b>Before &amp; during service ( fully Involved in the service but only in the background)</b>	<b>Any day of the week</b>	<b>As generally required of workers</b>
<b>WELFARE</b>	<b>Not involved during Service, but</b>	<b>Occasionally</b>	<b>As generally required of</b>

	<b>relevant all the time</b>		<b>workers</b>
<b>EVANGELISM</b>	<b>Occasionally involved during Service (Drama), but relevant after service for follow-Up.</b>	<b>Any day of the week</b>	<b>As generally required of workers</b>

### **CAN A WORKER JOIN MORE THAN ONE DEPARTMENT?**

From the table in **fig 1.2**, it is apparent that all the departments are not fully and physically involved in the process of church events real-time. This means that some work before the service and some, after. Hence, to decide how many departments one can join at the same time, it will be necessary to be sure that the functional time of duties of the units will not overlap.

For example, it will be difficult to be an Usher and/or a Chorister and also be in Engineering and/or Sanitation Unit at the same time. All these units work simultaneously during the service and some of them have their varying mode of dress (uniforms).

However, one can be a member of any of the Departments above and still work in e.g. Welfare or Teaching Departments, depending on self-management and versatility. So, it is possible to join more than one department at a time.

In conclusion, from the study in this module, it is apparent that there is a lot of work to do in the Lord's Vineyard.

How can a born-again Christian now remain idle and not be sure where to fit in among all these myriad of interesting and challenging duties? To sit on the fence as a born-again Christian will be tantamount to rebellion and sabotage in God's presence.

Moreover, it must be noted that no department is superior to another and, none can perform at the exclusion of the other - all of them are complimentary and mutually supportive.

## CONCLUSION

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If you are willing to abide by all that had been written above, it is a great honour and privilege to invite you to join the workers cadre.

May the Almighty God uphold you to the end in Jesus' Name. Amen.

Pastor E. A. Adeboye

*General Overseer*

