CHURCH POLICY MANUAL

POLICIES & BEST PRACTICES

1st Free Will Baptist Church of Park Hills

Guidelines for faithful ministry, responsible stewardship, and care for people.

CONTENTS	3 CHAPTERS	15 POLICIES
APPROVALS	DATED WITHIN INDIVIDUAL POLICIES

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DOCUMENT NAVIGATION

Contents

Chapter 1 — Introduction 3

Chapter 2 — Guiding Documents 5

Chapter 3 — Policies & Best Practices 6

(POL-INCIDENT) Abuse, Misconduct, and Incident Reporting Policy 7

(POL-PROTECTION) Child, Youth, and Vulnerable Adult Protection Policy 10

(POL-DRIVER) Church Driver Approval Policy 14

(POL-TRANSPORT) Church Transportation and Vehicle Use Policy 17

(POL-DIGITAL) Electronic Communication and Social Media Policy 20

(POL-FACILITIES) Facilities Use and Building Stewardship Policy 23

(POL-WEAPONS) Firearms and Weapons Policy 28

(POL-HEALTH) Health and Pandemic Response Policy 32

(POL-EVENTS) Ministry Event and Activity Safety Policy 38

(POL-SCREENING) Ministry Worker Screening Policy 41

(POL-FUNDS) Offerings, Contributions, and Church Funds Handling Policy 44

(POL-COUNSELING) Pastoral Counseling and One-on-One Ministry Policy 48

(POL-RECORDS) Records Retention and Confidentiality Policy 51

(POL-SECURITY) Safety & Security Team Policy 55

(POL-SEXGENDER) Sex / Gender Policy 61

Chapter 1 — Introduction

Organization of the Manual

The Policies & Best Practices Manual of 1st Free Will Baptist Church is organized into three chapters:

1. **Introduction** — Explains the purpose, organization, approval process, and maintenance of the manual.
2. **Guiding Documents** — Identifies the biblical, organizational, and denominational foundations upon which the church's policies and practices are established.
3. **Policies & Best Practices** — Contains the church's approved policies, expectations, and general operating procedures for its various ministries and responsibilities.

Purpose

The Policies & Best Practices of 1st Free Will Baptist Church of Park Hills, Inc. exist to help our church carry out its ministry faithfully, wisely, consistently, and responsibly.

This manual provides guidance for church leadership, staff, ministry leaders, volunteers, members, and others involved in the life and ministry of the church. Its purpose is to establish clear expectations, promote accountability, encourage wise stewardship, protect those entrusted to our care, and preserve the unity and testimony of the church.

These Policies & Best Practices are not intended to replace prayerful wisdom, pastoral care, biblical discernment, or Spirit-led ministry. Nor are they intended to create unnecessary restrictions. Rather, they establish healthy boundaries and general practices that help our church honor Christ, serve people well, and carry out its mission.

Guiding Authority

The Policies & Best Practices of our church are rooted in the Word of God and guided by our Constitution, Bylaws, Mission Statement, and the Treatise of Faith and Practices of the National Association of Free Will Baptists.

All policies contained in this manual are subject to the church's Constitution and Bylaws. In the event of a conflict, those governing documents shall prevail. The church also intends to operate in accordance with applicable federal, state, and local laws.

Policy Approval Process

The General Board is responsible for approving, revising, and rescinding the Policies & Best Practices of the church.

The approval process is as follows:

1. A need is identified by the Pastor, General Board, ministry leadership, or congregation.
2. A proposed policy is prepared and reviewed by the General Board, with additional input sought when appropriate.
3. The General Board considers the final proposal and determines whether to approve it.
4. Once approved, the policy is recorded in the General Board minutes, distributed as appropriate, and incorporated into the manual.
5. Any subsequent revision or removal of an approved policy requires General Board approval.

This process does not replace any congregational approval required by the church's Constitution or Bylaws.

Manual Maintenance

The General Board shall review the Policies & Best Practices Manual annually, beginning in January, to evaluate its continued effectiveness and determine whether any revisions are necessary.

All approved additions, revisions, and removals shall be documented in the General Board minutes. The official record shall identify the affected policy, the action taken, and the date of approval. The complete approved wording shall be retained with the church's official records.

Updated policies shall be incorporated into the manual and made available to those affected by the changes.

The current approved manual supersedes previous versions of the church's Policies & Best Practices where conflicts exist, subject to the church's Constitution, Bylaws, and applicable law.

Chapter 2 — Guiding Documents

The Policies & Best Practices of 1st Free Will Baptist Church are grounded in our faith, mission, governing documents, and denominational commitments. Together, these provide the foundation for faithful ministry, responsible leadership, and consistent decision-making.

The Word of God

The 1st Free Will Baptist Church affirms the Holy Scriptures, the Old and New Testaments, as the inspired Word of God and our only rule of faith and practice.

See Constitution, Article III, Item 4.

Our Constitution

The Constitution establishes the church's identity, foundation, guiding principles, purpose, mission, statement of faith, leadership structure, and other essential matters.

View Our Constitution

Our Bylaws

The Bylaws provide direction for church membership, officers, boards, ministries, business meetings, finances, property, and the orderly administration of the church.

View Our Bylaws

Our Mission Statement

"To glorify God by making disciples through gospel-centered worship and by doing the mission of love to all."

Our mission guides the church's ministry priorities, decisions, policies, and practices.

The Free Will Baptist Treatise

The Treatise of Faith and Practices of the National Association of Free Will Baptists expresses the biblical doctrines, beliefs, and practices of our denomination.

As a church affiliated with the National Association of Free Will Baptists, we recognize the Treatise as one of our guiding principles. Our Policies & Best Practices should remain consistent with its teachings.

View the 2023 NAFWB Treatise

Chapter 3 — Policies & Best Practices