



# 2025 Elder and Deacon Nomination Form & Information

**NOMINATIONS FOR ELDERS AND DEACONS ARE OPEN** to the congregation for the 2025 leadership election from **Sunday, July 28 through Friday, September 6, 2024**. The election is scheduled for **Sunday, January 19, 2025**. To make a nomination, please follow the instructions below.

Following the pattern of Acts 6:1–7, the Calvary congregation identifies potential candidates for elder and deacon through the nomination process. The serving elders then review the candidates according to biblical qualifications and present qualifying candidates to the congregation for election. The Scripture is clear that it is the Holy Spirit who guides us in choosing elders and deacons for service (Acts 20:28).

**INSTRUCTIONS**

- **THE NOMINATOR must download and complete PART 1 of this PDF form. Then email the form to your nominee.**
- **THE NOMINEE must complete PART 2 and sign this form. Then email it to Elder Bob Boogard at bob\_boogaard@wycliffe.org.** Typing your name in the **signature field\*** is sufficient. Forms that are not completed and signed by the nominee will not be considered.
- **All nominees will be sent a questionnaire** to complete and return to the Session. **Approved nominees will receive additional paperwork** to complete and return to the Session.

## **PART 1 — To be completed by the nominator**      Date

Nominator Name

Phone

Email address

## **PART 2 — To be completed by the nominee**      Date

*Candidate must meet all eligibility requirements on page 2 of this form. Please provide preferred phone and email for your ministry use.*

Nominee Name

Nominee Wife's Name

Address

Preferred Phone

Preferred Email

I, \_\_\_\_\_, \*  
accept this nomination to be considered as a candidate for:

**ELDER**

**DEACON**

*I believe I meet the qualifications listed on page 2 of this form and have the abilities necessary to perform the duties. [Typed signature is sufficient.]*

**Candidate Orientation**  
*Check ONE of the options to attend*

**PRIMARY SESSION**  
**Saturday, October 5, 9:00 AM–3:00 PM**

**MAKE-UP SESSION**  
**Saturday, October 12, 9:00 AM–3:00 PM**

# Qualifications and Standards for Elders and Deacons

**Please prayerfully study the following Scriptures**

*1 Timothy 3:1–13; Titus 1:6–9; 1 Peter 5:1–3; Acts 6:1–7*

## **Moral and Spiritual Character**

Above reproach  
Husband of one wife  
Having children who believe  
Not self-willed  
Not quick-tempered  
Temperate (self-controlled, balanced)  
Prudent (good judgment)  
Sensible  
Gentle (forbearing)  
Peaceable (not contentious)  
Hospitable  
Devout (holy, pleasing to God, loyal to His Word)  
Not addicted to wine  
Not pugnacious (not belligerent)  
Free from the love of money  
Not shepherding for sordid gain, but with eagerness  
Not a new convert

## **Abilities**

Able to manage his household well  
Able to provide a model of Christian living for others to follow  
Able to teach and defend the faith (qualification for elders)

## **Spirit-given Motivation for the Task**

Personal desire to love and care for God's people  
Personal desire to serve God's people and others  
Not shepherding under compulsion, but voluntarily  
Not lording it over the flock, but proving to be an example  
Committed to the Mission and Vision of Calvary Church

## **Eligibility**

*Eligibility is restricted to candidates who meet these requirements:*

Must be a member of Calvary Church and have been so for at least one year  
Must not be a full-time employee of Calvary Church  
Must not be a full-time missionary financially supported by Calvary Church

# Elder Functions & Basic Responsibilities

## OVERVIEW

It is difficult to give details of all of the responsibilities of biblical elders, but this may be a helpful guide. There are three main areas of responsibility for elders: shepherding, instructing, and governing.

## I. SHEPHERDING

### A. Caring and watching over the flock

1. To care for the flock spiritually (Acts 20:28; 1 Peter 5:1–4)  
The elder will shepherd, watch, warn, instruct, and admonish.
2. To promote the faith among believers by word and by example (Hebrews 13:7)  
To watch over the individual spiritual progress among believers (Hebrews 13:17)

### B. To pray for the flock

For physical and spiritual needs (James 5:13–18)

### C. To be generous

To provide for material needs (Acts 20:34–35)

### D. To exemplify the Christian life

1. The elder must be an example (1 Peter 5:3)
2. He must have responded well to suffering (1 Peter 4:12–5:4)

## II. INSTRUCTIONAL

### A. Preaching and teaching

1. To be able to teach and to exhort in sound doctrine (1 Timothy 3:2; Titus 1:9)  
Believers have to be taught the truth and brought to spiritual maturity (Ephesians 4:7–16; Colossians 1:28–29).
2. To watch for false teachers and false teaching (Acts 20:28–31)  
To warn believers about false teaching (Titus 1:9)

## III. GOVERNING (1 Thessalonians 5:12–13)

### A. Decision-making and church management

1. To make doctrinal decisions (Acts 15:2)
2. To manage the affairs of the church (1 Timothy 3:5)

### B. To arbitrate and to rule (1 Corinthians 6:5; Hebrews 13:17; 1 Thessalonians 5:12–13)

### C. Exercising discipline

To discipline individuals when appropriate (1 Corinthians 5:2)

## CONCLUSION

Being an elder requires much prayer and expenditure of spiritual, emotional, and physical endeavor (1 Thessalonians 2:1–12; 1 Thessalonians 5:12–13; 1 Timothy 3:1). However, there is a great reward (1 Peter 5:4).

# Deacon Responsibilities & Expectations

***The following list comprises some of the responsibilities and expectations of the role of Deacon at Calvary Church:***

1. Faithful attendance at corporate worship
2. Membership interviews
3. Serve communion
4. Hospital visitation (serving with one or two other deacons, an elder, and the pastor of the week)
5. Prayer (individually and corporately at monthly meeting and special prayer events with Session and pastors)
6. Faithful attendance to monthly meeting (receive financial updates, membership, attendance updates, as well as briefings on other important items that impact the church family and the spiritual growth of the Body; challenge from the Pastor)
7. Pastoral Search Committee
8. Giving generously to Calvary Church
9. Identification as a spiritual leader—available to congregation and guests to assist in any way
10. Provide input / assist the Session
11. Potential “training ground” for future service as an elder
12. Connecting people to one another when serving, Adult Life Groups, Bible studies, electives, etc.
13. Set an example for others in the way that issues or conflicts are handled
14. Answer questions / concerns from members and guests
15. Service projects
16. Ministry service (e.g. Children’s Ministry, Men’s Ministry, Prison Ministry)
17. Adult Life Group teacher (primary teacher or by serving as substitute)
18. Assist with greeting and ushering, as needed and for special events
19. Parking lot assistance and resolution of parking lot or traffic issues