CONSTITUTION
OF THE UNITED METHODIST MEN
OF THE GREATER NEW JERSEY ANNUAL CONFERENCE

The Constitution for the United Methodist Men of the Greater New Jersey Annual Conference is found in Paragraphs ¶647 from the 2004 United Methodist Book of Discipline.

ARTICLE I
A. NAME
The name of this organization shall be the United Methodist Men of the Greater New Jersey Annual Conference of The United Methodist Church, hereinafter abbreviated “GNJAC UMMen”.

B. HEADQUARTERS
The headquarters of GNJAC UMMen shall be the Greater New Jersey Conference Office, 1001 Wickapecko Drive, Ocean, NJ, 07712.

ARTICLE II
FUNCTION
The function of GNJAC UMMen shall be to build and support the district organizations of United Methodist Men in developing resources to meet the needs and interests of men and the responsibilities of discipleship; to empower personal witness and evangelism; to enable outreach in individual and group mission and ministry; to encourage and support spiritual growth and faith development; and to promote the objectives and responsibilities of the General Commission on United Methodist Men. In the absence of a district organization the GNJAC UMMen, in consultation with the District Superintendent, shall fulfill the district responsibilities.

ARTICLE III
AUTHORITY
GNJAC UMMen shall have the authority to promote its work in accordance with the plans, responsibilities, and policies of the General Commission on United Methodist Men.

ARTICLE IV
MEMBERSHIP
GNJAC UMMen shall be composed of all men and clergy of local churches or charges (chartered or unchartered) within the bounds of the conference.
ARTICLE V
OFFICERS AND COMMITTEES

a. GNJAC UMMen shall elect a president, at least one vice president, a secretary, and a treasurer.
b. The resident bishop shall serve as the honorary president and be a member of GNJAC UMMen and its executive committee.
c. The conference lay leader(s) (or designated representative) shall be a member of GNJAC UMMen and its executive committee.
d. Additional officers (including Civic Youth-Serving Agencies/Scouting Coordinator) and committees shall be elected or appointed in accordance with the guidelines of the General Commission on United Methodist Men and/or the by-laws of GNJAC UMMen.

ARTICLE VI
MEETINGS AND ELECTIONS

a. There shall be an annual meeting of GNJAC UMMen, at which time there shall be presented an annual report and a program plan designed to meet the needs of the men of the conference. Officers and committees shall be elected in accordance with the requirements of the GNJAC UMMen’s by-laws.
b. The voting body of the annual meeting of GNJAC UMMen shall be determined by the GNJAC UMMen’s by-laws but shall include conference and district officers and committee chairpersons as determined, members of the General Commission on United Methodist Men, and members of the Jurisdictional Committee on United Methodist Men residing within the bounds of the conference.

ARTICLE VII
RELATIONSHIPS

a. The president of GNJAC UMMen is a member of the annual conference, as set forth in ¶32.
b. The president of GNJAC UMMen shall represent GNJAC UMMen on the NE Jurisdictional Committee on United Methodist Men. In the absence of the president a designated vice president may represent GNJAC UMMen.
c. Designated officers or members shall represent GNJAC UMMen on the various agencies, councils, commissions, and committees of the annual conference as the constitutions, by-laws, and rules of such agencies provide.
d. GNJAC UMMen shall encourage men to participate in the total life and work of the Church and shall encourage them to assume positions of responsibility and leadership as part of their discipleship.
ARTICLE VIII
FINANCES

GNJAC UMMen shall secure funds for the fulfillment of its purpose. All funds from whatever source secured by GNJAC UMMen belong to the organization and shall be disbursed only in accordance with its constitution and/or by-laws and by its order.

a. GNJAC UMMen may have their own bank accounts.
b. It is recommended that there be an annual financial audit.

ARTICLE IX
AMENDMENTS

Proposed amendments to this constitution may be sent to the recording secretary of the General Commission on United Methodist Men prior to the last annual meeting of the commission in the third year of the quadrennium.

ARTICLE X
CONNECTIONAL REPORTING

a. GNJAC UMMen shall file a current copy of their constitution with the General Commission on United Methodist Men.
b. GNJAC UMMen shall submit an annual report to the General Commission on United Methodist Men for its spring meeting.
BY-LAWS
OF THE UNITED METHODIST MEN
OF THE GREATER NEW JERSEY ANNUAL CONFERENCE

ARTICLE I
ORDER OF BUSINESS

The Order of Business for GNJAC UMMen shall be conducted in an orderly and business-like manner according to the Constitution and By-Laws. Any question not covered by the By-Laws shall be decided in accordance with Robert's Rules of Order.

ARTICLE II
DUTIES OF OFFICERS

A. President: The President shall be the presiding officer of GNJAC UMMen and shall preside at the annual, regular, and special meetings of GNJAC UMMen and the Executive Committee. He shall have general oversight over the work of GNJAC UMMen. He shall be an ex officio member of all committees and task forces, except the Nominating Committee. He shall be familiar with the work of the General Commission on United Methodist Men and that of the District Presidents. (See Appendix 1)

B. Vice President: The Vice President shall assist the President, accept assignments made to him by the President and/or the Executive Committee, preside in the absence of the President, and assume full responsibility for that office.

C. Secretary: The Secretary shall be responsible for keeping the minutes, all records, and all correspondences of GNJAC UMMen and the Executive Committee. The Secretary shall be responsible for keeping records suitable for future filing. He shall generate and distribute the minutes within 2 weeks after each meeting to all members of the Executive Committee.

D. Treasurer: The Treasurer shall collect and disburse all funds. Adequate records shall be kept and a detailed report shall be made at all meetings of GNJAC UMMen and the Executive Committee. Requests for disbursements of funds not included in the budget shall be made by the President and/or the Executive Committee.

E. District President: The District President shall be the presiding officer of the District Organization and shall preside at the annual, regular, and special meetings of the District Organization and its Executive Committee. He shall have general oversight over the work of the District Organization. He shall be an ex officio member of all committees and task forces, except the Nominating Committee. He shall be familiar with the work of the General Commission on United Methodist Men, be a member of the GNJAC UMMen Executive Committee, and be elected within the District.
ARTICLE III
DUTIES OF APPOINTED Positions

A. Prayer Advocate: (See Appendix 2)

B. Hunger Relief Advocate: (See Appendix 3)

C. Coordinator for EMS (EMS stands for Every Man Shares in Evangelism, Mission and Spiritual Life): The Coordinator for EMS shall:
   • keep an up to date record of all EMS subscriptions in the conference;
   • arrange for displays and other EMS promotions at all GNJAC UMMen gatherings; and
   • explain "where the EMS subscription money goes".

D. Coordinator for Chartering/Re-certification: The Coordinator for Chartering/Re-certification shall:
   • keep an up to date record of all chartered units in the conference;
   • act as a leader to guide and assist district coordinators in the development and implementation of plans to organize, charter, and re-certify the charters of all local units; and
   • develop goals to reach every local church.

E. Coordinator for Civic Youth-Serving Agencies/Scouting: The Coordinator for Civic Youth-Serving Agencies/Scouting has responsibility for promoting Boy and Girl Scouting, Camp Fire and 4-H programs at the conference level. He shall:
   • act as a leader to guide and assist district coordinators in the development and implementation of programs;
   • encourage the use of Scouting, Camp Fire and 4-H as an outreach ministry, within local churches;
   • encourage each local church to include in leadership a local Youth Ministries Coordinator; and
   • provide training opportunities for local Youth Ministries Coordinators.

ARTICLE IV
UNITED METHODIST CHURCH CONNECTION OF OFFICERS

All GNJAC & District UMMen Officers shall be active professing members of the United Methodist Church per ¶217 of the 2004 Book of Discipline.

ARTICLE V
TERM OF OFFICES

The term of office for all elected offices specified in Article II shall be four (4) years, with a maximum of two (2) consecutive terms. The terms shall run from January 1, next following election to December 31, four years hence to coincide with the GNJAC Quadrennium.
ARTICLE VI
APPRENTICESHIP OF OFFICERS

The Apprenticeship of newly elected officers shall begin immediately after their election and continue until December 31. They shall be considered non-voting members of the Executive Committee and must attend all meetings. If a newly elected or re-elected officer is a current member of the Executive Committee he will continue to be a voting member until he takes office on January 1.

ARTICLE VII
COMMITTEES

A. Executive Committee: The Executive Committee shall be comprised of all the officers of GNJAC UMMen, the immediate past President, the Bishop, the Conference Lay Leader(s), all District Presidents, all committee chairpersons/coordinators, and all Conference advocates of GNJAC UMMen. All members of the Executive Committee must be EMS members in good standing. The Executive Committee makes plans for GNJAC UMMen and evaluates same. It transacts interim business. However, all transacting must be approved by GNJAC UMMen at its next regular or special meeting. The Executive Committee shall meet at the call of the President or as often as it deems necessary.

B. Projects: The Projects Committee shall plan and execute all projects of GNJAC UMMen.

C. Program: The program Committee shall plan all programs both on a short-range and a long-range basis.

D. Nominating: The Nominating Committee including the Chairman shall be elected from the floor at the regular annual meeting of GNJAC UMMen. The Nominating Committee shall consist of five persons, including the Bishop and Conference Lay Leader(s) or their representatives. The Chairman of the Nominating Committee shall present its slate of officers and chairmen of all standing committees and conduct the election of the officers at the annual meeting. Additional nominations may be made from the floor.

E. Appointment of Committees and Task Forces: The President, in consultation with the Executive Committee, shall appoint additional committees and task forces deemed necessary in order to carry out the purpose and objectives of GNJAC UMMen.

ARTICLE VIII
ANNUAL MEETINGS

The Annual Meetings of the GNJAC UMMen shall be held on the 1st Saturday of May of each year at a place and time to be determined by the President and the Executive Committee.
ARTICLE IX
VOTING PROCEDURES

Voting in an election for officers shall be by ballot unless otherwise decided. Voting on
other matters at all regular and special meetings shall be by voice vote, show of hands, or
by standing unless otherwise ordered by vote of GNJAC UMMen.

ARTICLE X
VACANCY

When a vacancy occurs in an office or a committee the vacancy shall be filled by the
President in consultation with the Executive Committee.

ARTICLE XI
AMENDMENTS

The By-Laws may be amended at any annual, regular, or special meeting of GNJAC
UMMen by a two-thirds majority vote of all members present provided the notice of such
proposed amendment is given 30 days in advance.

ARTICLE XII
REGULAR MEETINGS

Regular meetings of the GNJAC UMMen Executive Committee shall be held on the 1st
Saturday of each month except July and August unless otherwise decided.
APPENDIX

Appendix 1: Conference UMMen President Job Description, General Commission on United Methodist Men, November 2, 2004.

Appendix 2: Profile of A Conference Prayer Advocate, General Commission on United Methodist Men.

Appendix 3: Profile of A Conference Hunger Relief Advocate, General commission on United Methodist Men.
Appendix 1

Conference UMMen President
Job Description
11/02/2004

The Conference President of United Methodist Men should organize the Conference committee on United Methodist Men to paragraph 645 in the 1996 Book of Discipline of the United Methodist Church. Selection of the Conference President should be accomplished according to the process of selection determined in each annual conference. Selection of Conference Presidents should be based upon the following traits demonstrated in his life:

1. Honesty, humility, and have a desire to encourage and help others grow as disciples of Jesus Christ.
2. Willing to set aside personal agenda for the Kingdom agenda.
3. Growing in his relationship with God through regular prayer, Bible study and worship attendance.
4. Mature enough to have an orderly life, yet flexible enough to consider new and innovative approaches to men's ministry.
5. Willing to find answers to the following questions,
   a. Where are we going as a Conference United Methodist Men's group?
   b. How are we going to get there?
   c. What are the needs of the men in my conference?
   d. What will it take to achieve Conference UMMen goals?
6. Committed to strengthening United Methodist Men at every level.
7. Practices the principles of servant leadership.
8. Works closely with the leadership of the conference lay and clergy.
9. Coordinate effectively with the staff of the General Commission on United Methodist Men (GCUMM) for retreats, events and programs involving staff members from the national office.
10. Actively promote EMS memberships, in so doing supporting men's ministry through Evangelism, Mission and Spiritual growth.
11. Experience with the structure and organization of UMMen and the UMC is highly desirable.

Specific Responsibilities of the Conference President of United Methodist Men include:

A. **ANNUAL CHARTER AND EMS GOALS**-it is the responsibility of the Conference President of United Methodist Men, working with the district presidents of United Methodist Men as well as the GCUMM, to set and achieve annual conference goals in the following categories;

   1. New Charters
2. New EMS  
3. Renewed Charters  
4. Renewed EMS  
5. Lapsed Charters (How many can we get to renew?)  
6. Lapsed EMS (How many can we get to renew?)

Submit an annual report on goals and strategies utilized to reach goals at the National Association of Conference Presidents meeting in Nashville. The GCUMM staff offers help in the production of Conference reports. Successful strategies will be compiled and shared with all Conference Presidents.

B. ENCOURAGE AND EQUIP DISTRICT PRESIDENTS OF UNITED METHODIST MEN-The Conference President of United Methodist Men should encourage and where possible help resource the district presidents of United Methodist Men. Working closely with district leadership the conference president should help encourage the district leaders to fill every vacancy related to United Methodist Men on a district level. Where Conference Presidents are asked to select district leadership for UMM, care should be taken that the district leader conforms to the responsibilities described in the Job Description for District United Methodist Men leaders document. Working closely with the GCUMM staff, the Conference President should help equip the district presidents as needed.

C. RECRUIT MEN TO ATTEND NATIONAL, REGIONAL AND CONFERENCE TRAINING OPPORTUNITIES-The Conference President has the responsibility to make sure that all district leaders experience training on a national, regional or local level. The GCUMM staff may be called upon to help Conference Presidents in planning conference training and retreat events.

D. COMMUNICATE CONFERENCE PLANS FOR UMM-The Conference President should be in regular communication with the men of the local churches in his conference as well as the men of the district about the plans, goals, programs and resources available for the men of the church. This can be achieved by:

1. Development of conference UMM newsletter,
2. Submitting regular articles on UMM in conference newspaper or a conference laity/clergy newsletter.
3. E-mail or a fax based newsletter to churches with faxes and/or computers,
4. Working with the staff of the GCUMM to develop a communication strategy.

In addition, each conference president should:

1. Present an Annual Report at their annual conference.
2. Ensure that United Methodist Men are represented at a booth at every annual conference meeting.
3. Give an oral and/or written report at the session of the Annual Conference. Information about charters and EMS and other resources for this communication piece can be obtained through the GCUMM staff.

E. MEET REGULARLY WITH DISTRICT PRESIDENTS, UMM CABINETS, EXECUTIVE COMMITTEES AND CONFERENCE SCOUTING, PRAYER, HUNGER, AND STEWARDSHIP ADVOCATES AND COORDINATORS-The Conference President must be intentional in scheduling regular meetings and contacts with the UMM leadership within his conference. At least twice a year is recommended, once a quarter is preferred. In the event that meetings are not practical due to geography, conference presidents are encouraged to use e-mail, telephone, and other means available to ensure regular and effective communications.

F. RECRUIT AND PROMOTE ATTENDANCE AT ALL EVENTS HELD IN THE CONFERENCE, AND EVERY QUADRENNIAL CONGRESS OF UNITED METHODIST MEN-It is a major responsibility of the Conference President of United Methodist Men to promote and recruit men (lay and clergy) to attend all conference events as well as the quadrennial Congress on United Methodist Men. A goal shall be established for each conference president to achieve for Congress. The GCUMM staff will be available to assist conference presidents with the establishment and implementation of their goals.

G. ENSURE THAT ALL UNITED METHODIST MEN'S CONFERENCE ACTIVITIES RELATE TO THE COMMON PURPOSE OF UNITED METHODIST MEN-The conference programs should use this purpose as the basis for its events, training, mission and priority making decisions.

H. ATTENDANCE AT SPRING MEETINGS OF THE NATIONAL ASSOCIATION OF CONFERENCE PRESIDENTS-Conference Presidents are expected to be in regular attendance at the annual spring meeting of the National Association of Conference Presidents. Presidents are expected to implement programs that are approved by the majority. The GCUMM staff is available to assist Conference presidents in the implementation of NACP directives.
Appendix 2

PROFILE OF A
CONFERENCE PRAYER ADVOCATE

Conference Prayer Advocate is a special designation among United Methodist Men. Herein referred to as CPA, this person is carefully selected by the Conference President of United Methodist Men to serve as an advocate of prayer through United Methodist Men Fellowships. The CPA will call on each District President to appoint a District Prayer Advocate and each Men's Fellowship President to appoint a Local Church Prayer Advocate.

Since this is a unique opportunity for personal ministry, the following criteria should be used by the Conference President in the selection of this person.

A VITAL CHRISTIAN EXPERIENCE

The Number One necessity is a vital Christian experience which motivates personal ministry. The CPA must be in touch with Christ's transforming power at work in one's personal life.

A DESIRE FOR A GROWING LIFE OF PRAYER

The Upper Room Prayer Ministry will provide many resources to aid persons in their prayer pilgrimages. The CPA will be a primary link between The Upper Room and United Methodist Men and will also be a primary beneficiary in learning about practical resources for prayer. The desire for a growing life of prayer should be a priority motivation for a CPA.

A WILLINGNESS TO BE EQUIPPED FOR MINISTRY

It is essential that the CPA attend The Upper Room Orientation held in conjunction with the National Association of Conference Presidents each year. This training event is sponsored jointly by the General Commission on United Methodist Men. It is held in Nashville, Tennessee. The Upper Room underwrites the total cost.

Each CPA will experience and advocate as many special prayer-oriented events as possible, such as a Prayer and Bible Conference, a Weekend Adventure of Living Prayer, An Adventure in Healing and Wholeness, the Disciplined Order of Christ retreats, the Academy for Spiritual Formation and other prayer and devotional opportunities. These are not required, but should be given priority consideration in each CPA's personal schedule.

COMMITMENT TO A TIME OF SERVICE
Because of the scope and detail of this ministry, the importance of continued relationships with United Methodist Men, pastors and local churches and the sizable task of involving men and women across the entire annual conference, the CPA should consider serving at least three years. This appointment by the Conference President is on an annual basis.

The CPA should consider this ministry of prayer as a priority commitment in and beyond the local church.

**HOW MANY CPA's ARE NEEDED?**

One Conference Prayer Advocate is needed for every annual conference where there is a desire for a direct and intentional emphasis on prayer among United Methodist Men and a the churches in the annual conferences. All Prayer Advocates have the responsibility to promote prayer in the life of the church whether or not there is an organized United Methodist Men's group.

**THE WORK OF THE CONFERENCE PRAYER ADVOCATE**

Develop a network in your annual conference to carry out the goals of the Living Prayer Center

- Recruit District Prayer Advocates (DPA)
- Give Orientation to DPA's
- Recruit Local Church Prayer Advocates (LCPA)
- Present Goals to LCPA's
- Present Resolutions through United Methodist Men to the Annual Conference (Should be done before February for Annual Report)

Promote the publicity of the telephone numbers of the Upper Room Prayer Center
Encourage the support of the cost of the toll-free prayer line
Spread the information on the resources of the Upper Room
Take part in one or more of the events offered by the Upper Room
Start covenant prayer groups
Receive and share information on your work, goals, and need with the General Commission on United Methodist Men or the Upper Room Living Prayer Center.
Model prayer as a personal life style
Appendix 3

PROFILE OF A CONFERENCE HUNGER RELIEF ADVOCATE

A Hunger Relief Advocate (HRA) is called to serve the annual conference as an advocate, an educator and an enabler of action to relieve hunger in America.

The HRA's three-fold goal is to:

1. Bring all levels of the church into hands-on ministry with the hungry and the poor.
2. Advocate on behalf of the nation's hungry and the poor.
3. Raise funding resources through the MEALS for MILLIONS program to sustain the HRA program, including direct relief to the nation's hungry.

A LITTLE HISTORY

In September 1998, the General Commission on United Methodist Men joined with the Society of St. Andrew (SoSA) to establish HRA's in each of the denomination's annual conferences. This project, begun in 1999, is based in the Nashville office of the General Commission on United Methodist Men. It will ultimately consist of a full-time paid national HRA coordinator in Nashville, a part-time paid advocate in each conference, and volunteer advocates in each United Methodist Men's district and local United Methodist Men's group or church.

AN OVERVIEW OF CONFERENCE HRA

A Hunger Relief Advocate assists all levels of the church and other groups to become engaged with the poor in their own communities. As an advocate, you provide links with United Methodists and other ecumenical agencies, which deal with hunger issues of all kinds. As an educator of others, you will resource, alert, and mobilize United Methodists for specific hunger action. As an enabler, you will focus on bringing all levels of the church and society into hands-on ministry to meet the needs of the poor. The conference HRA is responsible for generating United Methodist Men's support for the MEALS for MILLIONS program, which fund the HRA initiative. MEALS for MILLIONS was founded by the Society of St. Andrew.

REQUIREMENTS FOR BECOMING A CONFERENCE HRA

An earnest desire to end hunger in your conference, the nation and the world.
A demonstrated concern for and understanding of hunger issues.
A demonstrated ability to empower others, especially at the district and conference levels.
Knowledge of ecumenical organizations, and the ability to work with them.
The ability to accept people where they are and provide opportunities for growth.
Active in a congregation.
EXPECTATIONS OF A CONFERENCE HRA

Develop or strengthen a commitment to hunger ministry within the conference, districts, local churches and local communities through a focus on conference and district education, training, and action. Educate the people in your conference about the impact of poverty and hunger on individuals and society. Develop new hunger ministries which bring United Methodists into hands-on ministry with the poor and empower others in the conference to do the same. Wherever possible, this will be a gleaning ministry. Develop in your conference a strategy for a MEALS for MILLIONS campaign using United Methodist Men's groups. Develop a network of HRA's in your districts and local churches. Combine efforts with other groups whenever possible.

BECOMING A CONFERENCE HRA

A conference HRA is hired by the Society of St. Andrew of St. Andrew and is a paid part-time position. Additional information about the position may be obtained by visiting the SoSA web site at www.endhunger.org or calling the Church Relations in Virginia or the National Coordinator of the HRA program in Nashville.

REALLY INTERESTED IN BECOMING A CONFERENCE HRA

Send a resume and a letter of interest to:

Director of Church Relations
Society of St. Andrew
3383 Sweet Hollow Rd.
Big Island VA 24526
800-333-4597
sosachurch@endhunger.org

Nashville HRA Office:

Hunger Relief Advocate
GCUMM
PO Box 340006
Nashville TN 37203-0006
615-340-7125
hratn@endhunger.org