



Section A

1. BACKGROUND:

“GEMS” was derived/abbreviated from the words “Girls Entering The Master’s Service”. These are the opportunities for the ministries for the girls in the International Pentecostal Holiness Church at large. It was introduced in South Africa in 1995 by the General Women Ministries International Pentecostal Holiness Church-USA. The ministries are fundamentally entrusted upon the Women Ministries of IPHC who have the responsibility to see to organize the girls. Women Ministries were in-serviced to launch GMs in all conferences.

GEMS in South Africa continued like that under Mrs. George Muriel, but at a slow rate where the Ministries were active in some conferences thought not in a clear picture. Concentration was more on Leadership Training Manual with a focus on WM, until in the 2006 when Mrs. Mrs. Mmutloane Louisa was nominated to spear it. From 2006 - 2010 GEMS was then launched in all the conferences where both WM & Girls were involved. Leadership continued to be from WM.

Section B

1. PURPOSE

This program is envisaged for girls starting from ages three and upwards. It is purposed to win girls of all ages to Jesus Christ and allowing them to have the personal relationship with the Lord of their lives. Only leadership of the ministries must be the bona-fide members of IPHC but it embraces all girls even outside the IPHC.

2. OBJECTIVES

- a) To lead girls to Christ**
- b) To teach them the Bible based guidelines for Christian Living.**
- c) To acquaint them with the World Evangelism (Home and foreign).**
- d) To challenge them to know the truth and develop a life style of Christian Character, Commitment and Service**

3. OPERATIONAL PLANS

- a) **Priority of objectives will depend on the local situation, as long as the Main Goal of winning the girls to Jesus Christ and to developing in them the Christian Character, Commitment and Service is achieved.**
- b) **Sponsors hand books as well as GM Leadership Manual may be followed as guidelines.**
- c) **Activities of Programs may also differ according to conferences.**
- d) **Groupings may also differ according the resources and the needs of conferences/Local churches.**
- e) **Rewards/Awards and incentives may be added according to the operational expenses of the conferences/ local Churches.**

Section C

1. Name Proposal in South Africa

- a) **In the General Conference 2010, which was held in Barkley West, the Resolution Committee proposed that the acronym changes from GEMS to GM denoting Girls Ministries and the proposal was accepted.**
- b) **The official name for the ministries in South Africa is “The Girls Ministries in South Africa abbreviated “GMSA”**
- c) **It is proposed that all Conferences must always have GMSA as prefix or suffix of their chosen name e.g “GMNKZN” or “NKZNGM”**
- d) **Each Local GM may have their specific name GMSA also carried as prefix or suffix**
- e) **Acronyms/Abbreviations are not going to wrongly impact the Girls Ministries’ purpose.**

Section D

1. Vision:

Girls running with Flamed Torch Lights in their hands –“The Gospel of Jesus Christ” igniting all other Girls in the Pentecostal Holiness Church and Touching All Other South African Girls for winning them to Jesus Christ before His Second Coming.

2. Mission Statement

- a) **To win Girls to Jesus Christ through love and acceptance**
- b) **To teach them to obey all that Jesus commanded by developing them spiritually and mentally.**
- c) **To provide encouragement, support and accountability**
- d) **To provide an environment for girls to develop their gifts and abilities**
- e) **To give the girls the opportunity to know the truth, develop the lifestyle of Christian Character, Commitment and Service.**

- f) To encourage girls to work with all girls of diversities
- g) To acquaint them with the Great Commission of Jesus Christ, our Lord / acquaint them with World Evangelism - Home and Foreign

Section E

1. Organization

Women's Ministries are the parents' organisation on all levels (Locals, Quadrennial and General Conferences)

1.1 CONFERENCES

- a) There shall be the General Girls Ministries of SA
- a) The General Women Ministries must nominate the General GM Director who will coordinate the General GM Ministries.
- b) There shall be the Quintannium Conference Girls Ministries
- c) The Quintennium Conference Women Ministries shall appoint/elect the Conference Director.

1.2 Local Churches

- a) The Local Churches Women Ministries' Council must nominate the Local Church Leader and sponsors/teachers/local leaders of different groups according to ages and or school grades.
- b) Every Local of the Pentecostal Holiness Church in South Africa must have the organised Program for Girls Ministry.
- c) The Girls Ministry must be divided according to age then according to grades as the girls advance in studies
- d) Each Local Church may have all the groups according to the Leadership Training Manual or at least 2 groups as minimum but not one.
- e) Women in the Local Church must choose/ desire to mentor and coach each girl in the church even if Sponsors/Leaders are available.
- f) Leading each girl to Christ must be of first priority
- g) Each group must develop a program and curriculum to guide and lead groups for progress.
- h) In any case of need, there must be a group of Girls with special needs mostly, the physically challenged girls.

Section F

1. Membership

- a) Every Girl from the age of 3 to at least Tertiary level must enroll with the GM

- b) External girls are eligible to enroll in the Girls Ministries but not hold any official position
- c) Systems for follow up with external girls must be in place at local levels also for multiplications and growth in numbers.
- d) The Resolutions Committees at all levels will always come up with membership for Business Sessions/ Girls Parliaments according to the level of growth in these Ministries

Section G

1. Leadership Requirements

- a) All Leadership must be born again Christians, sanctified and Spirit-filled or earnestly seeking the baptism of the Holy Spirit.
- b) Their character and conduct should be exemplary.
- c) Leadership must hold membership at least for two unbroken years in Pentecostal Holiness Church.
- d) All leadership must have the Welfare of Girls at heart
- e) All Leadership must attend workshops and leadership trainings arranged by the Conferences GM Committee & be in possession of the reviewable Leadership Training Manual
- f) All other officials on all levels must be exposed to leadership opportunities of their specialties.
- g) Trainings for certificating must unfold as according to the individual Conferences
- h) Sponsors must be appointed by the Local Leader from the matured Born Again Real Girl Christian

2. Other leadership general requirements

All GM Leadership must be

- a) Faithful and loyal to the GMs they belong
- b) Prayerful
- c) Intercede for their member
- d) Able to teach
- e) Able to motivate
- f) Able to counsel
- g) Creative and innovative
- h) Tithing members
- i) Other attributes should be according to the Resolutions Committee's Report

Section H

1. Elections

- a) Term of offices at all levels will be 5years determined, from the beginning of the General GM Convention and the year of General elections

- b) Elections at the conferences may be done after the General GM elections and or be guided and governed by the General Decorum & Resolutions Committee's Reports.
- c) Elections at the local levels may be conducted immediately after the elections of the Conferences' Committees under the leadership of the Pastor.
- d) Officials may serve for terms as long they are productive in Girls Ministries, but should not exceed three consecutive terms, unless they are reelected in other offices/positions within the GM Leadership.
- e) Officials at all levels must be determined to open doors/expose others for leadership opportunities for continuity of the GM Programs.

Section I

1. RESPONSIBILITIES/FUNCTIONS/JOB PURPOSES

1.1 Women Ministries' Councils

- a) All Women Ministries' Councils across the board have to see to it that Girls Ministries in their jurisdictions are established.
- b) To appoint the qualifying sponsors at the local churches
- c) They have to monitor the ministries through the nominated Directors
- d) They have to support the ministries with the resources

1.2 General GM Director:

- a) To be amenable/accountable to the General Women Ministries Council
- b) To coordinate General GMs in SA
- c) To plan for the strategic goals, conventions, retreats, camps, leadership trainings for General GMs in SA
- d) To inform, influence, encourage and give guidance to Conferences' GMs' Directors
- e) May preside over the conventions, treats etc. of Conferences' GM, etc.
- f) To keep records for the entire General GMs' of SA
- g) To compile and give the required reports when needed.
- h) To schedule strategic meetings for the General GM Conference.
- i) To develop, communicate, distribute & monitor reporting tools like formats of stats etc.
- j) To develop & distribute the evaluating tool to measure progress on locals and conferences
- k) Must be adaptable and be a person of diversities.

1.3 CONFERENCE Director (CD)

- a) To be amenable to the individual Conference Women Ministries Council.

- b) To direct & supervise conference GM Ministries within their conferences
- c) To cooperate with the General GM plans.
- d) To strategize goals to be achieved, conventions, retreats, camps, programs, leadership trainings for the Local Churches' GM Ministries within the individual Conferences.
- e) To inform, encourage and give guidance to the Local Churches' GMs' Coordinators.
- f) To keep records for the entire Conference GM of SA
- g) To report to the General GM Conference of SA (GMSA).
- h) To preside all the CGM Board meetings
- i) May preside over the elections of the conferences' GMs' Officers namely the Coordinating Liaison Officer, Secretary and two board members.
- j) To organize the incentives/evaluation awards of Local Groups according to their achievements with reference to the annual report forms.
- k) Must be adaptable and be a person of diversities

1.4 Conference GMs' Officers/Board

The office bearers may be appointed by the WM Council with due reasons or be democratically elected by the GM Convention. Offices are as under mentioned.

1. Office of the Coordinating Liaison Officer (CLO)

- a) Shall actively assist the Conference Director (CD) in planning (the annual conventions, retreats, rallies and related activities).
- b) To assist in supervising the preparations for the conference's sponsored activities.
- c) To encourage the board members to attend all board meetings
- d) To motivate the office bearers to attend the conferences' activities.
- e) To communicate, distribute and monitor the reporting tools and reconcile the reports from the Local Church GMs for reporting to the GDGMSA
- f) Must be adaptable and be a person of diversities

2. Office of Administration: Secretary:

- a) She shall keep the accurate minutes of all board meetings and records of activities.
- b) Assist the top structure in their duties when the need arise
- c) Shall act as a chairperson of registrations at conventions, retreats, rallies etc
- d) Shall send all the required reports to the senior officials
- e) She shall communicate all relevant information to the board members, also on time.

- f) Shall remind the director and the president of outstanding issues
- g) She shall compile and send the statistical report
- h) She shall do follow ups on payments of levies to the National Administrator of WM.
- i) Shall avail all records in every meeting

3. Conference Sponsor

This is the girl representing the interests of the Girls in the conference having a seat in CGM Committee meetings as agreed from 2010 Resolutions Committee.

- a) She shall be amenable to the entire committee
- b) She shall be the Real Girl unmarried and under 26yrs of age and greater than 16yrs of age.
- c) She shall be a Real Girl approachable by her peer groups in the conference.
- d) She shall communicate & relate to all the Local Groups for their interests during the conference events.
- e) Shall represent all the interests of all girls in the CGM planning's sessions
- f) Shall assist with the Girls Christian Morals during the events
- g) Must be adaptable and be a person of diversities.

1.5 Local Church

1. Girls Ministries Leader

(Refer to page 25 of Leadership Training Manual as well)

- a) To be amenable to the Local Women Ministries' Council and the Local Pastor
- b) To report to the Local Women Ministries Council & the CD
- c) To coordinate Local GMs' groups in the Local Church
- d) To cooperate with the Conference GMs' plans.
- e) To plan the curriculum and GMs' Program, conventions, retreats, seminars, camps, Sponsors' trainings for the Local Churches' GMs
- f) To inform, encourage and give guidance to the Local Churches' GMs' and Sponsors.
- g) To arrange for the events of achievements for girls of all groups to encourage them.
- h) May choose activities' groups' leaders alternatively as need arises

2. Local Sponsors

- a) To be amenable to the Coordinator, Local Women Ministries Council and the Local Pastor
- b) To be within the frame work of the top structure.
- c) To develop activities/programs

- d) To assist with programs and methods of reaching the objectives of girls groups in the Local Church
- e) To report to the GM Leader, Local Church Women Ministries and Pastor
- f) Must be flexible to train groups
- g) Must be adaptable and be a person of diversities.

Section J

1. Marketing Strategies: GM

GM at the Local levels shall

- a) be engaged in major communities' projects mostly as volunteers members.
- b) initiate campaigns with their leadership at the forefront
- c) Organise road shows to start with the sister Pentecostal Churches within their local area, then to the denominational groups at the latter stage
- d) develop wayside/ under the trees/schools/homes and where ever the girl may be at reach ministries
- e) be visible with girls programs in all communities' youth activities like in Youth Centres
- f) GMs' colours adopted from the Leadership manual are White for Purity, Blue for Loyalty and Gold for Service
- g) The colours explained above will communicate us well when often used in every GMs' events on all levels
- h) GM Crest, Circle denoting the Eternal God and unending life through Jesus Christ will also raise answerable concerns from all invites when always appearing in material used for marketing GMSA
- i) The triangle is also adopted speaking of Triune God/ Trinity Father, Son and the Holy Spirit to us helping us to concentrate on the Characters, commitment and Service of our girls.

Figures in triangle remain, reminding us of Girls Ministries one heartedly

Section K

1. Meetings

- a) Each group of Girls must have regular meetings according to schedules
- b) At least one meeting per month if not every week
- c) In case there are different groups, there must be a principal meeting once in a quarter
- d) There must be a monthly meeting between the LLGM and the LSGM.
- e) The LLGM must see to it that girls meet in case there are no sponsors
- f) Local Girls Ministries may have at least one Rally or Out Reach Program and camp in a year
- g) Every Conference must have annual GM Conventions

- h) Other special days may be arranged by the Conference GM Board also for promotions
- i) The GDGM should organize together with the GWM Council the general retreat at least biennially
- j) Two or three Local Girls Ministries may organize camp meetings as they wish for growth
- k) Conference GM Boards must select 3 days to 7 where GM' program would be observed
- l) Every group from any level is eligible for benchmarking with other Girls Ministries as long their operation is in harmony with the Constitution of the PHCSA.
- m) It would be appreciated if the Local GMs Committees may once in a while meet with the parents of their external members from outside the jurisdiction of PHC (this will be the strategy to build the strong relationship as well as having opportunity to share the Gospel with them).
- n) All leadership at all levels must respond to every call of the meeting as directed by their senior offices. And should not skip/miss any business meetings unless otherwise stated.
- o) Supposing a leader is not attending any meeting, apology must be done in writing and should not be in three consecutive meetings; otherwise the office becomes vacant and should be filled with immediate effect.
- p) Official Benediction to be known by heart by every member must be out spoken in every closure of girls meetings – Psalm 19: 14. “Let every words of my mouth and the meditation of my heart, be acceptable in thy sight, oh Lord, my strength and my redeemer.”
- q) Any of the 12 official languages in SA, sign language included, are eligible to be used with intention to reach every girl
- r) The GM may introduce entertainment/refreshments for keeping the girls /parents/audience/target group during the meetings.

Section L

1. Record Management

- a) Regular records of the meetings must be available at all the meetings
- b) Number of girls should be kept
- c) Number of converts should be kept
- d) Total number of born again Girls must be kept
- e) Records of visitors must be kept
- f) Records of newly organised GM must be kept
- g) Records of all strategies engaged in marketing GM must be kept
- h) Records of all projects also on all levels must be kept
- i) Records of all finances must be kept
- j) Registers for Girls Convention must be kept
- k) Records of all campaigns must be kept
- l) Each Local Girls Ministry must be enrolled with the Conference
- m) Each Conference must keep the total number of Girls enrolled with them

Section M

1. Finances

- a) Regular records for any contributions (offerings, dues, donations etc.) must be well kept and be available in all the meetings
- b) Each group must be able to establish funds for contributions either from offerings or from dues by each Girl in the Ministry
- c) Local Girls Ministries and Conference GM may employ all other methods for fund raisings to be able to finance their ministries and the conferences
- d) The Local GM Leader must pay 10% of all contributions to the Conference GM
- e) Each Local Girls Ministry must pay levy as set by the Conference GM Board
- f) Each girl must cooperate with the local strategies of fund raisings
- g) Each Local Girls Ministry must cooperate with the Conference GM projects
- h) Each Conference GM must cooperate with the General Conference GM projects
- i) Each Conference GM Board will determine registration fees for their conventions
- j) GM offices on all levels must prepare financial statements at least annually
- k) Financial statements should be audited. Non financed internal members with expertise of audit may be engaged with their signatures appended on the statements.
- l) Local Girls Ministries must have local projects to develop and assist their local churches
- m) The Local GM must finance their Local Leader GM with at least 50% if not 100% of her travelling expenses to official meetings.
- n) The Conference GM Board must assist their CDGM with travelling, catering and accommodation expenses as would be required.
- o) The GM Conf Boards must finance their visiting delegates to the Locals with travelling funds.
- p) The Local GM may appreciate the visiting delegate at work might be for running any GM program.
- q) Honorariums may be determined by every GM Leadership and at all levels.
- r) The General Conference WM Council must finance 100% the General Director GM for her Quintannium Conferences' visits and to the General GMSA/GWM meetings.
- s) Other appropriate disbursement of funds must be determined and directed by the GMs' Leadership and the adopted Finance Committee Report.
- t) All monies should be deposited with the Financial Institutions/ banks.

Section N

1. Reporting

- a) **The Local GM Leader is accountable to the WM Council and the Local Pastor**
- b) **All Sponsors are accountable to the Local GM Leaders, WMC and the Local Pastor**
- c) **The Local Churches Girls Ministries Leaders must report to their respective CDGM.**
- d) **The CDs GM report to the GDM**
- e) **The General Director GM is amenable to the General WM Council**
- f) **All leadership is amenable/ accountable to the Women Ministries Councils at all levels**
- g) **All levels must report at least annually to their accounting offices**
- h) **Written Reports of all aspects must be sent on time according to the dates of submissions required by any conference.**
- i) **Reporting must include organisation, membership, marketing strategies, leadership, meetings, finances and others as determined by either the GDGM and or the CDGM.**

Section O

1. Rewards

- a) **GM Boards may have special awards or their best performing girl/s, group/s / Local GMs or conference/s**

2. Review of documents:

- a) **The General Girls Ministries documents will be reviewed annually within the term of office until the documents becomes authentic to suit the GMSA**





PHCSA: GM Flow Chart

PENTECOSTAL HOLINESS CHURCH
REPUBLIC OF SOUTH AFRICA

Girls Ministries

