



Greater Kansas City Chapter  
**Membership Application**  
 September 1, 2018-August 31, 2019

Name:	Phone:
Title:	Fax:
e-mail:	# years in church admin:
Church/Organization:	
Business address:	

Member of National NACBA:  Yes  No

I have my CCA:  Yes  No

I am a:  Volunteer  Pastoral Staff  Non-pastoral paid staff

We run:  PC's  Mac's We use (church software) \_\_\_\_\_

**I have read and agree to live by the Code of Ethics recognized by The Church Network for a Church Business Administrator.** (See reverse side of this form.)

Signed \_\_\_\_\_

Date \_\_\_\_\_

GKC Membership Dues are \$30

Make checks payable to: GKC-NACBA

**Mail to:**  
 KC-TCN Treasurer Dala Bebee  
 Christ Community Church  
 10901 Lowell Ave. Ste 290  
 Overland Park, KS 66210

FOR OFFICE USE ONLY	DATE RECEIVED:	CHECK NO.	BY:
------------------------	----------------	-----------	-----

**Local Chapter involvement and membership provides:**

- **Education:** Local chapter meetings and seminars include speakers, audio/visual presentations and round-table discussions about challenges that church business administrators face daily.
- **Peer Support/Networking:** A network of administrators provides access to others who have experienced the highs and lows of Christian business administration first-hand. We share our experiences and, through an atmosphere of mutual support, we find new ways to make our ministry more effective.
- **National organization:** Check their website for resources, membership and national conference registration (<http://www.nacba.net>)

# The Church Network Code of Ethics

**As a member of The Church Network (TCN),** I commit myself to Christian, ethical, and lawful conduct, including the proper use of authority and appropriate decorum when acting as a church professional. I will use this Code of Ethics as a guide in performing my duties with trustworthiness and integrity, as a Christian, as a colleague, and as a leader in the congregation where I serve.

**As a leader in church administration,** I will not attempt to exercise individual authority over the church community except as explicitly set forth in its governing policies.

## **I will:**

- Be committed to the mission of the Church;
- Strongly advocate that business practices are consistent with the authority of Scripture and civil law where there is no conflict;
- Be responsive to my church's or religious institution's authorities, advocating ethical business practices as my standard;
- Perform all duties as outlined in my job description, fulfilling my fiduciary responsibility to the members of the church;
- Be knowledgeable of the documents governing the operations of the church;
- Respect the processes of the church's governing body by not undermining the decisions of that body;
- Remain current with changes or advancements in the areas of financial accountability, and human resource management;
- Openly and candidly share individual concerns, information, and knowledge with professional peers and church leadership;
- Bring to the pastor's immediate attention, or to that of the governing board, any condition or action that I believe exceeds a current operating policy or is in non-compliance with any governing document;
- Respect the confidentiality appropriate to issues of a sensitive nature;
- Exercise honesty in all written and interpersonal interaction;
- Show professionalism to all those with whom I make contact on behalf of the church;
- Make every reasonable effort to protect the integrity and promote the positive image of the church and its members;
- Encourage and value involvement by members of the church community;
- Respond in a spiritual manner consistent with my faith when confronted with conflict.

## **I pledge to:**

- Participate with professional colleagues in organized efforts to share new knowledge and development in professional practices;
- Be an advocate for the TCN and to advance the values and benefits of membership to the ministry leaders whom I support and others with whom I come into contact;
- Strive to be a life-long learner, seeking to attain the highest degree of competency in my field of work.