

JAPAN EVANGELICAL MISSIONARY ASSOCIATION CONSTITUTION

February 20, 2017

1. PURPOSE

JEMA exists to network and equip its members to make disciples for Christ.

2. STATEMENT OF FAITH¹

We believe in:

1. The Holy Scriptures as originally given by God, divinely inspired, infallible, entirely trustworthy; and the supreme authority in all matters of faith and conduct. II Tim. 3:16; II Peter 1:21.
2. One God, eternally existent in three persons, Father, Son, and Holy Spirit. Deut. 6:4; Isa. 43:10,11; I Tim. 2:5; I Cor. 8:4; Matt. 28:19.
3. Our Lord Jesus Christ, God manifest in the flesh, his virgin birth, his sinless human life, his divine miracles, his vicarious and atoning death, his bodily resurrection, his ascension, his mediatorial work, and his personal return in power and glory. Jn. 1:1; Jn. 1:18; Heb. 1:8; Tit. 2:13; I Jn. 5:20; I Cor. 15:3, 4.
4. The salvation of lost and sinful man through the shed blood of the Lord Jesus Christ by faith apart from works, and regeneration by the Holy Spirit. Rom. 3:23; Jn. 3:7; Luke 24: 46, 47; Jn. 1:12, 13; I Pet. 1:18, 19, 23; Rom. 10:9, 10.
5. The Holy Spirit, by whose indwelling the believer is enabled to live a holy life, to witness and work for the Lord Jesus Christ. Tit. 3:5; Gal. 5:22, 23; I Thess. 5:23, 24.
6. The unity of the Spirit of all true believers, the church, the body of Christ. Rom. 12:5; I Cor. 10:17; Gal. 3:28; Jn. 17:21; Eph. 4:13.
7. The resurrection of both the saved and the lost; they that are saved unto the resurrection of life, they that are lost unto the resurrection of damnation. Jn. 5:28, 29; Rev. 14:11.

3. MEMBERSHIP

3.1 MEMBERSHIP CATEGORIES

Mission and associate memberships are available.

1. MISSION MEMBERSHIP

Mission membership is open to mission agencies operating in Japan.

2. ASSOCIATE MEMBERSHIP

Associate membership is open to:

- Christians in Japan (singles or married couples) not associated with a JEMA member mission.
- Christians outside Japan (singles or married couples).
- Other applicants (such as Christian organizations operating outside Japan) on a case-by-case basis.

3.2 MEMBERSHIP BENEFITS

Benefits include:

1. Subscription(s) to Japan Harvest magazine.

- Mission agency memberships: the number of subscriptions equal to the total number of declared missionary member households.
- Associate memberships: one subscription.

2. Annual JEMA directory.

- Mission agency memberships: the number of directories equal to the total number of declared missionary member households.

¹World Evangelical Alliance statement of faith (<http://www.worldea.org/howeare/statementoffaith>) with Scripture texts from former JEMA Constitution.

- Associate memberships: one directory.

3. Access to the member areas of JEMA websites.

4. Reduced fees for JEMA Ministries events and other services.

5. Networking through events, relationships, and technologies, including:

- JEMA meetings, retreats, and conferences.
- JEMA connections to the Japan Evangelical Association (JEA) and other Japanese organizations.
- JEMA-supported social media sites and other digital platforms.

3.3 MEMBERSHIP APPLICATIONS

All prospective members must agree to the provisions of this JEMA Constitution.

1. MISSION AGENCY APPLICANTS

Mission agencies are accepted by a minimum three-fourths vote.

1.1 PROCESS FOR MISSION AGENCY MEMBERSHIP

1. The mission submits a completed mission application.
2. A representative of the mission is interviewed by the JEMA Leadership Team.
3. The JEMA Leadership Team recommends the mission for membership.
4. A vote for acceptance is held at the Annual Meeting.

Alternate step 4:

4. When an application is received between Annual Meetings, an email poll is taken of member missions. If three-fourths of the total potential polled vote is favorable and no dissenting vote is received within thirty days after notice of the poll, the application will be accepted. Any dissenting vote defers the application until the next Annual Meeting.

1.2 EFFECTIVE DATE

Mission agency membership takes effect immediately upon acceptance. Annual membership fees are due by March 31. Missions with fees unpaid from the previous year forfeit their right to vote at the Annual Meeting.

2. ASSOCIATE MEMBERSHIP APPLICANTS

Associate members are accepted by a minimum three-fourths vote of the Leadership Team.

2.1 PROCESS FOR ASSOCIATE MEMBERSHIP:

1. Singles, married couples, or other applicants submit a completed associate member application.
2. A current JEMA member provides an endorsement of the prospective member.
3. All members of the JEMA Leadership Team review the application and submit their vote.
4. Any dissenting vote defers the application to the next Leadership Team meeting.

2.2 EFFECTIVE DATE

Associate membership takes effect when dues are paid.

3.4 MEMBERSHIP WITHDRAWAL PROCESS

1. MISSION MEMBERSHIP

- Voluntary withdrawal of mission membership takes effect immediately upon receipt of notification in writing.
- Termination of membership may also be effected by a three-fourths vote at an Annual Meeting or when membership fees are in arrears for one year.

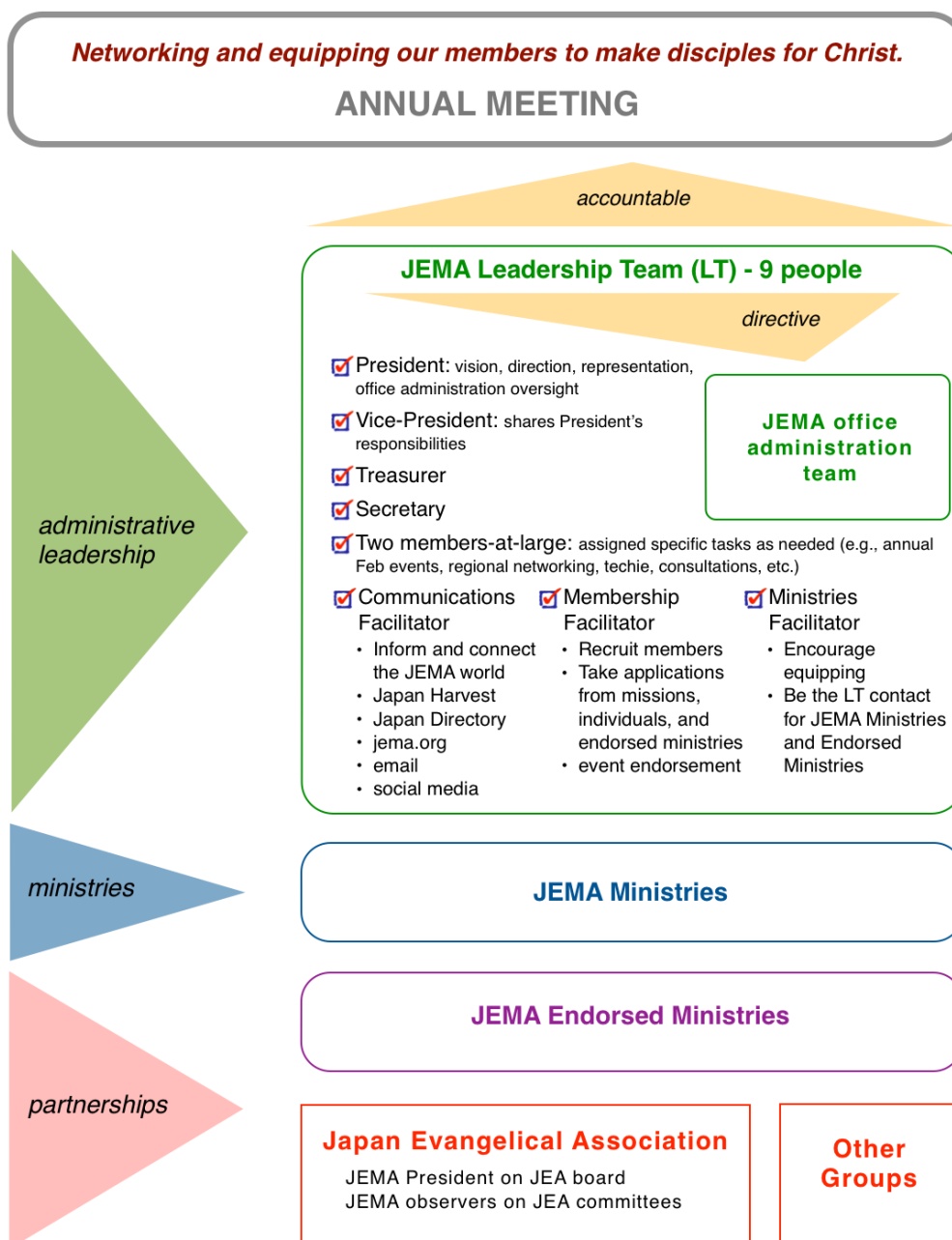
2. ASSOCIATE MEMBERSHIP

- Voluntary withdrawal of associate membership takes effect immediately upon verified notification of the Leadership Team.
- Termination of membership may also be effected by a three-fourths vote of the Leadership Team or when membership fees are in arrears.

4. LEADERSHIP STRUCTURE

Leadership decisions are made by delegates to the Annual Meeting and the Leadership Team with a view to equipping and networking JEMA members through JEMA Ministries and JEMA Partnerships.

JEMA Organizational Chart



5. ANNUAL MEETING

Annual Meeting activities include: reception of reports, approval of the annual budget, election of Leadership Team members, and providing direction to the Leadership Team.

A quorum must be present to convene the Annual Meeting. A quorum exists when a simple majority of the total possible number of member mission votes that may be cast is represented by delegates present at the meeting.

5.1 AUTHORITY

Member missions, through their delegates, are the ultimate decision-makers of JEMA.

Delegates elect the JEMA Leadership Team as defined in 6.1.

Delegates may establish or disband JEMA Ministries as needed.

5.2 PROCESSES

1. Agenda

The President prepares a proposed agenda and leads the Annual Meeting, guided by the Annual Report assembled by the Leadership Team.

2. Participation

All JEMA members have a voice at the Annual Meeting. However, only designated delegates may vote.

3. Voting

Each member mission provides one designated delegate to the Annual Meeting. The delegate casts the mission's total number of votes as listed on the most recently approved vote distribution schedule.

Decisions are made on the basis of a simple majority vote of the quorum unless otherwise specified in this document.

4. Elections

The President, Secretary, Communications Facilitator, Ministries Facilitator and one Member-at-Large are elected for two-year terms in even-numbered years.

The Vice-President, Treasurer, Membership Facilitator, and one Member-at-Large are elected for two-year terms in odd-numbered years.

5.3 SCHEDULE

The Annual Meeting convenes on the fourth Monday of February, unless otherwise decided at the previous Annual Meeting or the Leadership Team deems a change is necessary.

Extraordinary meetings may be called at the discretion of the Leadership Team.

6. LEADERSHIP TEAM

6.1 COMPOSITION

The Leadership Team consists of nine members elected at Annual Meetings for two-year terms: President, Vice-President, Secretary, Treasurer, Communications Facilitator, Membership Facilitator, Ministries Facilitator, and two Members-at-Large.

1. President

The President develops vision and direction for JEMA, represents JEMA in broader contexts and provides oversight for JEMA office administrators. The President prepares agendas and presides at Annual Meeting sessions and Leadership Team meetings.

2. Vice-President

The Vice-President assists the President in mutually agreeable ways, and carries out leadership responsibilities in the absence or inability of the President.

3. Secretary

The Secretary records minutes of Annual Meeting sessions and Leadership Team meetings, making them available in a timely manner to regular mission agency members.

4. Treasurer

The Treasurer receives and disburses funds and keeps an account of all financial matters of this organization, solicits and/or expends funds that are the property of this organization, as authorized at the Annual Meeting or by the Leadership Team, and prepares a Statement of Financial Condition and a Statement of Financial Operation for presentation at the Annual Meeting.

5. Communications Facilitator

The Communications Facilitator oversees the personnel and process involved in developing and maintaining the JEMA website, the publication of print materials such as *Japan Harvest* magazine and the JEMA Directory, and in the production of any other media resources deemed necessary by JEMA.

6. Membership Facilitator

The Membership Facilitator oversees all membership processes.

7. Ministries Facilitator

The Ministries Facilitator is the main point of contact between the Leadership Team and JEMA Ministries and endorsed ministries.

6.2 FUNCTION

The Leadership Team administers and carries out the program outlined by the delegates to the Annual Meeting.

It initiates action that is in accordance with the desires of the Annual Meeting delegates.

It appoints members to serve out the remainder of terms left vacant due to the inability of a member to complete a term.

It hires office administrators to facilitate the carrying out of JEMA activities.

It selects observers from among JEMA membership as available to attend such JEA committees as: women, missions, youth, relief, social, and theological.

It makes decisions by a minimum three-fourths vote.

7. MINISTRIES

JEMA Ministries and JEMA Endorsed Ministries network and equip JEMA members to make disciples for Christ.

7.1 JEMA MINISTRIES

All members of JEMA Ministries leadership teams must be JEMA members.

JEMA Ministries chairpersons present a report at the Annual Meeting. They are welcome to observe and contribute to Leadership Team meetings.

Any addition or subtraction of JEMA Ministries shall be approved by the Annual Meeting delegates upon recommendation by the Leadership Team.

See appendix for a current list of JEMA Ministries (updated annually).

7.2 JEMA ENDORSED MINISTRIES

JEMA Endorsed Ministries provide JEMA with a broader channel to network and resource its members, giving those ministries legitimacy to the Japanese Christian world, and providing them with the opportunity to make their ministries known within the JEMA world.

1. Requirements

An Endorsed Ministry must have a purpose that aligns with the purpose of JEMA. It may be based outside Japan.

An Endorsed Ministry must have at least one JEMA member on its leadership team.

2. Application Process

1. An organization submits a completed endorsed ministry application.
2. A representative of the organization is interviewed by the JEMA Leadership Team.
3. All members of the JEMA Leadership Team review the application and vote on it.
4. Endorsed Ministries are accepted when fees are paid.

3. Renewal

Endorsement is reviewed every three years.

See appendix for a current list of JEMA Endorsed Ministries (updated annually).

8. FINANCES

8.1 FINANCIAL SOURCES

JEMA is a non-profit organization with the following sources of income: annual membership fees, income from services rendered, publications, and special contributions from members and friends.

8.2 BUDGET

The Leadership Team presents a budget at the Annual Meeting, compiled by the Treasurer.

8.3 MEMBERSHIP FEES

Annual membership fees for mission agencies are set according to the current vote distribution chart. Any changes in the chart shall be approved at the Annual Meeting upon recommendation by the Leadership Team.

Annual membership fees for mission agencies are due March 31. Mission agency members with dues unpaid from the previous March 31 forfeit their right to vote.

Associate members with overdue fees are subject to termination of membership.

8.4 FISCAL YEAR

The fiscal year runs January 1 to December 31.

9. AMENDMENTS

This document (sections 1-9) may be amended at the Annual Meeting by a two-thirds majority vote of the quorum, provided notice of any proposed amendment is submitted to all regular mission agency members at least thirty days prior to the Annual Meeting.