

2023-2024



Oklahoma District
United Pentecostal Church International

*MINISTERIAL
HANDBOOK & DIRECTORY*



2023-2024
Oklahoma District
United Pentecostal Church International

Ministerial Handbook & Directory



Oklahoma District Campground
9500 S. Sara Road
Mustang, OK 73064
(405) 376-2680

www.UPCIOK.org
“For we are laborers together with God....”

1 Corinthians 3:9

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INTRODUCTION

We are grateful you are part of the ministerial fellowship of the Oklahoma District to labor for the Kingdom of God. The purpose of this Oklahoma Ministerial Handbook & Directory is to assist you with information about the Oklahoma District and does not attempt to cover, nor replace the United Pentecostal Church International (UPCI) Manual. Please understand this is not an exhaustive listing, but rather selected pertinent information to assist the ministers and pastors of the Oklahoma District.

Our goal as a District is to unify for the Gospel of Jesus Christ, to evangelize our state and establish churches in all its cities. We desire to maintain a high standard of ministerial ethics while holding fast to biblical doctrine. We encourage fellowship at the District, Sectional and local level.

An electronic downloadable copy of this handbook & directory is provided complimentary to each licensed Oklahoma minister, newly licensed ministers, and ministers transferring into the Oklahoma District. It is also available for review and download from the district website. Every other year as it is updated the revised digital copy is made available to our ministers.

DISTRICT PURPOSE STATEMENT

*It is the purpose of the
United Pentecostal Church Oklahoma District to
strengthen and equip local ministries,
develop and expand our outreach base,
and promote biblical fellowship.*

NOTE: All information contained in this handbook & directory is accurate and to the best of our knowledge as of April 27, 2023. To report errors, please contact the District Secretary-Treasurer.

OVERVIEW OF THE OKLAHOMA DISTRICT

In September 1945, the Pentecostal Assemblies of Jesus Christ merged with the Pentecostal Church Incorporated. At that time, Oklahoma, Kansas and Arkansas were combined in one district. In March 1946 the ministers from these states met in Ft. Smith, AR for the first OK-KS-AR district conference. At this conference it was decided to divide into two districts: Oklahoma-Kansas and Arkansas. Rev. M. W. Howard was elected as the OK-KS District Superintendent and Rev. C. C. Hayden was elected as District Secretary. Rev. C. A. Nelson was elected as District Superintendent in 1949. Because of health problems, he resigned in 1955. Rev. M. D. Deal was elected as Superintendent the same year. He served six years, crisscrossing Kansas and Oklahoma to oversee the District. In 1961, Rev. Deal declined to allow his name to be considered and Rev. C. A. Nelson was again elected as Superintendent. By 1966, Kansas had grown to the point where it was able to become a separate district.

When in the spring of 1975 Rev. C. A. Nelson retired as District Superintendent, Rev. M. D. Deal was again elected to this office, serving as District Superintendent until his retirement in 1983. Rev. R. D. Whalen was elected as Superintendent of Oklahoma, a position he held until retirement in 2001.

Rev. Matthew P. Martin was voted into the office in 2001 and serves as the current District Superintendent of Oklahoma. Rev. Rick A. Hughes was elected as District Secretary-Treasurer in 2002 and currently serves in this capacity.

The Oklahoma District currently consists of Seven Sections with 111 churches, 3 daughter works, 13 preaching points, and 282 licensed ministers. The first Friday of each month is reserved for Sectional Departmental meetings (Fellowship, North American Missions, Children's Ministry, Youth Rally, Ladies' Ministries, etc.).

The District operates and maintains a Camp Ground located on the outskirts of Mustang, Oklahoma to help promote District-wide fellowship. The annual Camp Meeting is held the second full week of July. One Children's Ministry camp (Crusaders) and three youth camps (Junior High, Senior High & Hyphen) are held during the month of June. Other annual events hosted include an Oklahoma Ministers' & Wives' Retreat, Spanish Camp Meeting, Men's Ministry Conference, "Between Us" Ministers Wives & Lady Ministers Retreat, Ladies' Conference, and Oklahoma Youth Convention.

TRIBUTE TO THE GREAT MEN WHO HAVE SERVED

District Superintendent

Rev. M. W. Howard
1946 - 1949

Rev. C. A. Nelson
1949 – 1955
1961 - 1975

Rev. M. D. Deal
1955 - 1961
1975 - 1983

Rev. R. D. Whalen
1983 - 2001

Rev. Matthew P. Martin
2001 - Present

District Secretary

Rev. C. C. Hayden
1946 - 1946

Rev. H. E. Wilburn
1947 – 1949

Rev. M. D. Deal
1949 - 1955
1961 - 1975

Rev. J. Ashcraft
1955 - 1961

Rev. Bill G. Shirel
1975 - 2002

Rev. Rick A. Hughes
2002 - Present

DISTRICT OFFICIALS (2023-2024)

District Superintendent

Rev. Matthew P. Martin
806 S. "A" St.
Morris, OK 74445
C-918.260.2876

District Secretary-Treasurer

Rev. Rick A. Hughes
P.O. Box 447
Henryetta, OK 74437
C-580.716.2160

Sectional Presbyters & District Board Members

Section 1 - Rev. Micah Wisdom.....918.407.2308
Section 2 - Rev. Brian Fuller.....918.238.8475
Section 3 - Rev. David Shatwell.....918.284.5001
Section 4 - Rev. Derek Hanson.....918.840.6468
Section 5 - Rev. Daniel Johnson580.310.5980
Section 6 - Rev. Kevin Borders.....405.412.1067
Section 7 - Rev. Randal Pitts.....580.656.8863

North American Missions Director - Rev. Shawn Phillips.580.618.1756

North American Missions Secretary - Rev. Rob Wyatt...405.409.2480

Children's Ministry Director - Rev. Jonathan Robidoux....405.410.9744

Children's Ministry Secretary - Rev. Kevin Neil.....918.760.2938

Youth President - Rev. Jeremy Hart..... 918.348.8500

Youth Secretary - Rev. Nathaniel Cole.....918.510.0426

Ladies Ministries President – Cindy Hart.....918.869.8503

Ladies Ministries Secretary – Donna Fuller.....405.238.8476

Ladies Conference Director – Kala Martin.....918.812.7873

Ladies Conference Secretary – Pebble Wisdom.....918.408.0114

Men's Ministry Director – Rev. Dennis Steddum918.636.4849

Men's Ministry Secretary – Rev. William Monden, Sr.....405.831.7210

Global Missions Director - Rev. Mark Parker.....405.596.9427

Media Missions Director - Rev. Robert Christian.....918.269.6254

Prayer Coordinator - Rev. Wesley Witcher..... 918.520.4406

Disaster Relief Coordinator – Rev. Mark Fuller.....405.794.4665

Camp Ground Caretaker – Rev. Larry Brill.....405.376.2680

Communication Director/Social Media – Annika Kluth.... 918.688.4714

Web Master – Suzie Joki.....918.814.8802

www.upciok.org

DISTRICT RECOMMENDATIONS

Ministerial Recommendations

1. It is requested that all ministers attend Sectional meetings, District Conferences, Camp Meeting, and other special District and Sectional meetings.
2. Camp Meeting is the central focus of Oklahoma fellowship and all ministers are encouraged to attend this week of worship and fellowship.
3. Pastors are encouraged to announce and promote that their saints attend Sectional and District meetings.
4. All ministers are PERSONALLY responsible to stay financially current with all District and National dues of the UPCI.

Church Recommendations

1. Each church is requested to contribute yearly to the Camp Meeting "Grocery" pledge. This is used to pay for the "free" meals served at Camp Meeting. Checks are to be made to the Oklahoma District UPC and mailed to the District Secretary.
2. Each church is requested to contribute annually to the Sara Project Fund. Checks are made payable to the Oklahoma Ladies' Ministries and mailed to the District Ladies' Ministries Secretary.
3. Each church is requested to send 10% of its Children's Ministry offering to the District Children's Ministry Secretary.
4. It is recommended that each church financially support Tupelo Children's Mansion.
5. It is recommended that each church support the annual C.A.M.P. (Caring About Making Progress) Offering, which supports improvements on the campgrounds.
6. It is recommended that each church affiliate with the UPCI. Article XIX of the UPCI General Constitution recommends that every church affiliate "for the sake of identification, fellowship, cooperation and protection." A district board may require affiliation as the condition for granting permission to start a new church or to apply for a loan or grant from the organization.

Whether officially affiliated or not, a church will enjoy many benefits of fellowship to the extent that local members may not even realize what the official status of their church is. Nevertheless, a pastor and congregation who adhere to the Articles of Faith have strong reasons to affiliate, and there is no detriment in affiliation.

The major benefit of affiliation is to provide procedural safeguards in times of transition or dispute. These procedures are designed to ensure adequate notice of business meetings, a fair and orderly deliberation process with proper oversight, an opportunity to hear opposing views, and respect for proponents of opposing views. The church is protected against a leader who falls into serious sin or false doctrine. The pastor is protected against a disgruntled member who seeks to undermine him or her, and the pastor's work is protected against a successor who falls into serious sin or false doctrine. Many churches in such situations have preserved their property and their existence because they were affiliated.

Affiliation does not infringe upon the rights of the church and pastor in any way, for the church can vote to disaffiliate and become completely independent. Neither the district nor the general organization can prevent this step. The ultimate power of decision rests in the majority vote of the local church membership. Disaffiliation means that the pastor becomes the sole member of the congregation who determines whether the church will have a relationship with the UPCI in the future, by choosing to hold UPCI ministerial license.

Affiliation does not make a local congregation liable for the actions, responsibilities, or debts of the district or general organization. The affiliated church is still a distinct legal identity that is responsible only for its own actions. Assets held in the name of the local church cannot be seized to pay judgments against the district or general organization.

(Affiliation Information Adapted from *The Pentecostal Minister*, pages 295-296).

OKLAHOMA DISTRICT BY-LAWS

Resolutions which have been passed at our annual Oklahoma District Conferences are included in their respective sections of this handbook, with the exception of the following resolutions:

District By-Laws

1. Be it therefore resolved that all licensed ministers of the Oklahoma District receive a revised and updated copy of binding District Policy. And whereas revisions to the District Policies and Procedures need to, and do occur on an occasional basis, be it therefore resolved that any changes adopted by the Oklahoma District be incorporated and distributed on a yearly basis after the District Conference. Be it resolved, that the Handbook & Directory be updated every two years and made available for distribution by Camp Meeting. The District Secretary will maintain a master copy of said Handbook and shall furnish a copy to all newly licensed ministers, and ministers transferring into the Oklahoma District.
2. Whereas a complete profit and loss statement is provided by each Departmental Secretary-Treasurer at the end of each fiscal year, and whereas these reports are usually lengthy and with duplication, be it resolved that at the District Conference the Departmental Secretary-Treasurers read only:
 - a. The balance on hand at the beginning of the previous year,
 - b. The total income,
 - c. The total disbursements,
 - d. The balance on hand at the end of the fiscal year preceding the District Conference, the exception being the following: The reading of the income of special projects such as Mother's Memorial, Move the Mission, Save Our Children and Christmas for Christ.
3. Whereas it is in the best interest of our District that all resolutions have proper consideration, be it resolved that all resolutions and amendments be received by the District Secretary at least 60 days prior to the District Conference.

Resolutions which will be presented to the District Conference shall be mailed to all Oklahoma ministers, by the District Secretary, no later than 30 days prior to the District Conference with the Resolutions Committee meeting date and submission

deadline set to accommodate this mailing deadline.

Proper notification will be given to the ministerial constituency of the Oklahoma District by publishing a deadline date and a mailing address for the submission of resolutions. Any resolution submitted to the Resolutions Committee must have the author's signature(s).

If the Resolutions Committee fails to bring any resolution to the District Conference for a vote, a vote of two-thirds (2/3) of those eligible to vote in attendance at the District Conference may bring such a resolution up for consideration.

The District Board may submit resolutions to the Resolutions Committee for consideration while the District Conference is in session.

4. Be it resolved that no two of our ministers engage in a public debate on any Doctrinal issue with one another.
5. Be it resolved that the Oklahoma District go on record as being opposed to the use of Television in any fashion to promote the work of God.

DISTRICT POLICIES & PROCEDURES

Ministerial Financial Obligations

All LOCAL licensed ministers are required to pay a minimum of \$20 monthly (\$60 quarterly) until ministry income exceeds \$400 per month, at which time said minister shall pay 5% of their ministerial income.

All GENERAL licensed ministers are required to pay a minimum of \$25 monthly (\$75 quarterly) until ministry income exceeds \$500 per month, at which time said minister shall pay 5% of their ministerial income.

All ORDAINED ministers are required to pay a minimum of \$35 monthly (\$105 quarterly) until ministry income exceeds \$700 per month, at which time said minister shall pay 5% of their ministerial income.

All ministers aged 70 and above are required to pay a minimum of \$20 monthly (\$60 quarterly) until ministry income exceeds \$400 per month, at which time said minister shall pay 5% of their ministerial income.

Ministers under North American Missions (NAM) status shall be required to pay only \$7.50 monthly (\$22.50 quarterly) as long as said minister remains under North American Missions status.

Ministerial income is hereby defined as increase from ministerial activity including salary, honorariums, and housing allowance.

Quarterly statements are mailed/emailed to each minister by the District Secretary. Upon receipt of the statement, the minister shall have 30 days to comply with his or her obligation before being automatically dropped from ministerial status.

Ministerial dues may also be paid online from the Oklahoma District UPC website (www.upciok.org) under the District tab by choosing the Ministers Payment option and using a credit or debit card, OR from the district's Breeze Church Management Account at <https://okupci.breezechms.com/give/online>.

All licensed ministers are personally responsible for quarterly financial obligations to both the Oklahoma District and to the UPCI organization. Any minister given honorary, exempt or disabled exempt status from UPCI Headquarters shall be granted the same

status in the Oklahoma District.

Ministerial License Applicants

Individuals desiring to obtain a ministerial license with the UPCI must complete the required reading materials, complete an application form, and have obtained the authorized signatures. Requirements for ministerial licenses are found in the UPCI Manual. Each year the UPCI publishes in the *Forward* magazine the reading requirements for each level of ministerial licenses. License application forms (Local, General, and Ordination) can be downloaded from www.upciministers.com .

The following processing procedure is required for all individuals who apply for a license, or apply to upgrade their ministerial license status:

1. Applications must first be submitted to the pastor or other ordained minister affiliated with the UPCI for his signature prior to being submitted to the District Secretary.
2. All application forms and fees must be completed and turned in to the District Secretary no later than 60 days before the District Conference.
3. All license applicants along with their spouses must attend the Ministerial Seminar that is held once a year at the beginning of District Conference in March.

Ministerial License Requirements

The following requirements apply to anyone applying for a UPCI ministerial license through the Oklahoma District UPC:

Local License

- Local License Requirements of UPCI
- Attend District Licensing Seminar
- Any other requirements mandated by the District Board

General License

- General License Requirements of UPCI
- Attend District Licensing Seminar
- Any other requirements mandated by the District Board

Ordination License

- Ordination License Requirements of UPCI

- Attend District Licensing Seminar
- Any other requirements mandated by the District Board

It is the policy of the Oklahoma District United Pentecostal Church to request a criminal background screening and a credit check on all first-time applicants for ministerial license.

*There is a \$25.00 District Application fee required for all first time applicants. District Application fee must accompany application when submitted to the District Secretary.

Transferring In or Out of the District

Licensed ministers of the UPCI residing within Oklahoma or basing from Oklahoma are required to have their UPCI license registered with the Oklahoma District.

Any minister who changes his/her address into a new district will automatically be transferred to a new district, if his/her address changes into a new district. When a minister reports an address change to general headquarters, the minister's district membership will be automatically assigned to the district of the new address. Notification via email or letter shall be sent to the minister, the district he or she has become part of, and the district he or she has left. Should the minister qualify to remain in the district from which he or she has moved, according to Article VII, Section 7, paragraph 26, subparagraphs a through d, he or she may do so by notifying headquarters. The District Board from where the minister is moving may call him/her in to consider any unresolved matters during or after a transfer. If a minister is not current on his/her financial obligation(s) to the District from which he/she is moving, a transfer does not eliminate his/her obligation(s). The general office must be notified within thirty (30) days.

Evangelist General Conference Refund Program

The purpose of this refund program is to assist full-time evangelists in attending the annual UPCI General Conference. All full-time evangelists licensed with the Oklahoma District may participate in the Evangelist Refund Program. To be eligible to receive a refund, the evangelist must have paid their entire 10% ministerial income tithe to the Oklahoma District on a quarterly basis. On September 1st of each subsequent year, the District Secretary will calculate the tithes paid for the previous year (Sept. 1st thru Aug. 31st), and refund 50% of the tithe to the evangelist to assist with General Conference expenses.

Evangelists desiring to receive a refund to attend General Conference must notify the Oklahoma District Secretary of their request, in writing, prior to September 1st.

Benevolent Fund

The Oklahoma District has established a Benevolent Fund that is held by the District Secretary, and recommends that all Oklahoma ministers participate. However, this is not a compulsory plan and is to be comprised of those who voluntarily elect to participate. Ministers may enroll or exit the plan at their choosing. The benefit amount may be adjusted by the District Board as it deems necessary.

In case of the death of a participating minister, the beneficiary of the deceased shall receive a \$1,250 benefit. Upon the death of a participating member, the District Secretary will promptly send a reminder to all Oklahoma ministers of the opportunity to enroll or re-enroll in the plan in order to re-fund the account, and to remain a participating member.

Participating members of the Benevolent Fund are those that have voluntarily remitted a \$25.00 Enrollment Fee remitted after the most recent death of a participating member.

Audio/Video Taping of District Meetings

The Oklahoma District recognizes the powerful ministry of audio and video taping of services and continues to invest in equipment for this purpose. The District Media Missions Department is responsible to oversee this effort.

The Oklahoma District records audio (CD) and video (DVD) of all district services conducted in the main Tabernacle at the campground and offers these for sale. Individuals desiring to video tape a District meeting must not cause a distraction during the service. The Oklahoma District retains the option at any time to disallow video or audio recording. The Oklahoma District is not responsible for any damage or loss of equipment.

Audio and video recording of services held outside the main Camp Ground Tabernacle are the responsibility of the Departmental Directors, including sales and distribution. The Media Missions Department may be involved in offsite recording by invitation of the department.

NextGen Leaders

NextGen Leaders (NEXTGEN) is a district-endorsed leadership endeavor that targets the training and strengthening of Apostolic servant leaders through challenging and spirit-led sessions.

MISSION: NEXTGEN will empower Apostolic servant leaders by challenging them through leadership training and intentional mentoring.

VISION: NEXTGEN will produce an army of capable and passionate Apostolic leaders to shape the future of local churches and communities in Oklahoma and beyond.

NEXTGEN is available to anyone with no age restrictions, although the target age demographic is 18-40 years of age. Several LIVE meetings will be held each year, with the goal of one in Spring, Summer and Fall. Events will be promoted on social media through the NEXTGEN Instagram account #OKNextGen on FaceBook and Instagram, as well as the NEXTGEN website @oknextgen.cc.

Beyond One Phase Two: “2025” District Evangelism Strategy

Beyond One is the evangelism strategy adopted by the District to assist in reaching the occupants of the State of Oklahoma. The mission of Beyond One is “a unified effort to increase the number of churches, daughter works, and preaching points and to strengthen the existing churches of the Oklahoma District.” Beyond One is more than a theme, it is a “kingdom-minded” paradigm where sectional ministers, churches and departments will work together to accomplish evangelism goals. Beyond One will connect churches within the section and ministries together as a team for evangelism. Beyond One will create synergy in our sections that will enable us to reach predetermined ministry goals.

Phase Two of the Beyond One District Evangelism Strategy is “2025”. The stated goal of “2025” is to start twenty-five churches/daughter works/preaching points in Oklahoma by the year 2025. The district presbyter will continue to gather attendance figures and the number of people filled with the Holy Ghost and baptized annually.

Preaching Point/Daughter Work Grant Policy

The Oklahoma District is excited to provide financial assistance to potential or existing church planters who have not reached North American Missions status.

The maximum monthly assistance is \$500 for up to 12 months. The monies may be used for any purpose that is directly related to the growth and development of a new preaching point/daughter work. Examples: (Rent of a building, outreach endeavors, signage, etc.)

The pastor of the mother church must fill out an online application at <https://okupci.breezechms.com/form/6ec27b> in order for funds to be sent to the mother church. Please note that to receive funds, the preaching point/daughter work must be approved by the district board.

A monthly online report must be submitted to give a brief update of the progress of the preaching point/daughter work. This may be done by the pastor or the minister who is overseeing the church plant. A check will be sent each month upon receipt of the report.

A church may only apply for one preaching point/daughter work every 12 months to allow other churches to participate in this endeavor.

This entire policy is based upon the availability of funds and can be modified at any time by the district board. Please allow up to two months for the approval process.

DEPARTMENTAL POLICIES & PROCEDURES

NORTH AMERICAN MISSIONS (NAM) DEPARTMENT

The Oklahoma District is committed to seeing this State evangelized with the Gospel and has established an Oklahoma District North American Missions (NAM) Department as set forth in the UPCI Manual, with the following additional financial requirements as stated herein. This includes each Oklahoma NAM work providing to the NAM Director (and through him to the District Superintendent) an annual church financial report. The report provided in the annual church business meeting will be acceptable.

The Oklahoma NAM shall provide a form or guideline to each NAM Missionary suggesting what information to include and in what manner. The aim of this is accountability and the establishing of good business practices. All such reports of the year's financial activity must be delivered to the NAM Director by March 1, of the succeeding year or the NAM work will become ineligible for any financial assistance from the Sectional, District and National levels until such time as a report is submitted.

The Oklahoma NAM Department makes available many resources for assisting those interested or involved in NAM. They are available by contacting the NAM Director or Secretary.

North American Missions in Oklahoma is an active and vital part of the church organization. We work mainly on the frontiers of evangelism, directly with our Missionaries, and therefore do not have many broad-based activities for the fellowship. We more accurately resemble the point of a spear - a relatively small group penetrating the territory of the enemy by the power of the main body backing us in our efforts.

The North American Missions' main source of operating and grant funds comes from our annual Christmas for Christ offering. Sixty percent of this offering is sent to Headquarters to assist the General NAM Division, and forty percent is retained in the District to further the work of NAM in Oklahoma. During the Christmas for Christ drive each year, we endeavor to educate the entire District about our work and needs. Other times our efforts are concentrated on encouraging, training, and supporting our missionaries.

It is the desire of the NAM Department that each pastor in the District will become involved in the NAM outreach. All cannot go,

but all can give. Sometimes the most important thing to give is not money, but fellowship and encouragement.

Please take time, not only to pray for our Missionaries, but also to call, visit, buy a meal, or send a special love offering to them. It gets lonely on the frontier, even though it may be only a few miles to the nearest other church. Distance is not only measured in miles. It can also be gauged by friendship and concern. The fellowship and expression of love can be more valuable than a large offering.

H.O.M.E. Program

Besides the obvious help that comes through faithful and sacrificial giving to Christmas for Christ, the Oklahoma District NAM Department has a year-round program of continuing help for the families pushing back the frontiers. This program is known as H.O.M.E. (Helping Oklahoma Missionaries Evangelize).

The mechanics for the local church are much the same as with the Global Missions Division's Partners in Missions (PIM). In the H.O.M.E. program, a local church commits itself to a monthly (quarterly, biannual, yearly) offering for Oklahoma NAM Missionaries. Whatever monies come in are divided up every month and sent in equal amounts to each of the Missionaries approved by the District Board. These funds may then be used by the Missionaries for whatever needs they may have, either church or personal. Since the amount received and distributed each month varies dramatically, the Missionary cannot obligate it in his regular budget, thus preserving it for those emergency and special needs that always seem to arise with both home and church. It was stated when this program was started that sometimes the most important and necessary expenditure was for the Missionary to take his wife out for a good meal. Essential as such an evening out might be, seldom does a NAM missionary's budget allow for such an "extravagance." At this point, H.O.M.E. proves its worth.

A church may join this program of continual encouragement to remind Oklahoma NAM Missionaries that we are behind them and wish them good success. All that is necessary is to notify the NAM Secretary and begin to send in a regular offering. The expenses of administering this program are underwritten by the District NAM General Fund so that 100% of these H.O.M.E. offerings go directly to the Missionaries. Each established church is encouraged to participate by giving a minimum of \$25.00 per month to the H.O.M.E. Program.

Christian Prisoner Fellowship

The Oklahoma NAM Department is involved in reaching behind the walls and bars of our jails and prisons to minister to those who cannot come to us. This has proven to be a rewarding ministry for those who have accepted the challenge.

Assistance is available in starting a jail/prison outreach by contacting the Oklahoma NAM Director. Churches involved in prison/jail ministry are requested to keep him informed of their progress.

Seed Corn Grants

In cooperation with the Youth Ministry, each newly approved NAM church is eligible for a Seed Corn Grant. The amount is set by the District Board. These funds are available to buy whatever may be needed to get started: olive oil, utility deposits, offering plates, and other miscellaneous expenses.

Building Grants

Also, in cooperation with the Youth Ministry, building grants are available to NAM churches. The amount is set by the District Board. A congregation will have to meet certain criteria, i.e., having land, a building fund already started. The District Board reviews these requests on a case-by-case basis, since circumstances vary.

Revival Grants

See the Ladies Ministries Department Policy under the Mother's Memorial and NAM Missionaries section and Revival Grants. Once Ladies' Ministries have approved a Revival Grant, Oklahoma NAM then adds an additional \$100.

Assistance to Attend District Retreats

See Ladies Ministries Department Policy under Mother's Memorial and NAM Missionaries section and District Retreat Assistance.

Literature and Supplies

The Pentecostal Publishing House provides song books, tracts, and the first quarter of Children's Ministry literature to each new Oklahoma NAM work. Then request can be made with the District Children's Ministry Department to provide literature for the rest of the first year.

North American Missions (NAM) Seminars

It has been our practice to send each NAM Missionary couple to the National NAM Training Seminar at no cost to them.

Each year, the Oklahoma NAM Department sponsors a District Training Seminar for all Missionaries under appointment. At this meeting, there are inspirational speakers, teaching sessions, and opportunities for fellowship among the Missionaries - people who share similar burdens and face comparable challenges.

Church Planting Policy

The Oklahoma District Board shall be empowered and encouraged by the District Conference to facilitate the planting of new churches, especially in the larger towns and cities. A goal of at least two churches for every thirty thousand (30,000) in population shall be recommended. Distance limitations between churches shall be set by the District Board at the time of approval.

North American Missions (NAM) Application

Those interested in starting a NAM work or bringing an existing work into NAM status must complete an Oklahoma NAM Application form. This form can be obtained by making a written application to the District Superintendent who shall notify the Oklahoma NAM Director to provide the proper application.

Mother - Daughter Work / Preaching Point Policy

It is our goal to establish many new daughter works throughout the District. The leadership of this District is interested in and burdened for the advancing of the Kingdom within our borders. The Oklahoma District Conference adopted the following Daughter Work Policy.

For the purpose of enhancing the starting of new churches, the following policy is presented: We commit ourselves to reaching the lost and maintaining unity among the Brethren. It should be noted that our Churches have the freedom to conduct extension ministries to the furtherance of the Gospel of Jesus Christ. This Policy is addressed to those situations where a Church Plant is desired which will lead to the establishing of a UPCI Church.

DEFINITIONS:

MOTHER CHURCH: A church engaged in founding and establishing a Daughter Work with the aim of its also becoming an autonomous United Pentecostal Church.

DAUGHTER WORK: An outreach of a Mother Church intended to become an autonomous United Pentecostal Church, meeting apart from the Mother Church's location and/or schedule. It must regularly gather on site at least twice a week before being considered for approval as an autonomous United Pentecostal Church.

DAUGHTER WORK LEADER: One assigned by the Mother Church Pastor to lead and tend the Daughter Work. The Pastor of the Mother Church shall be considered its Leader until such time as one man is properly appointed by the pastor of the Mother Church.

EXTENSION: An outreach of a local church for the purpose of local evangelism (i.e. Home Bible studies, Jail, Nursing Home and Cell Ministries).

PREACHING POINT: A preaching point is a regular service or meeting:

- Distinct from the mother church as to location or language.
- Designed to reach people who are currently unchurched.
- The regular service or meeting is seen as a first step toward possibly starting a daughter work or church. The definition of a preaching point does not include a church having a service in a prison, nursing home, jail, on a college campus or in any other institutional setting, or local church cell ministry groups.

PREACHING POINT POLICY

With approval of a District NAM Executive Committee, an existing church can establish a preaching point in any city or town that does not have a United Pentecostal Church.

In the event there is a United Pentecostal Church in the town or city where the preaching point is being considered, the approval of the District Board is required.

The existence of a preaching point in a town/city does not preclude another church from applying to start another preaching point or daughter church. It also does not preclude someone applying to start an autonomous church in that town/city.

RESPONSIBILITIES OF THE MOTHER CHURCH PASTOR

1. The Pastor of the Mother Church is to notify his Presbyter of his desire to start a Daughter Work/Preaching Point. If the location of the Daughter Work/Preaching Point is in a different section, the Presbyter of that section is also to be notified.

2. Once approval is granted to start a Daughter Work/Preaching Point, it shall be the Mother Church Pastor's duty to monitor working relationships between the Leader and other Pastors.
3. The Mother Church Pastor has final authority over all aspects of the Daughter Work/Preaching Point until it becomes an autonomous church.
4. When the Pastor of the Mother Church believes the Daughter Work/Preaching Point is ready to support itself, the Pastor shall request autonomous status from the District Board.
5. If a church from another District desires to begin a Daughter Work/Preaching Point in Oklahoma, the Pastor of the Mother Church shall notify the appropriate officials in his District as well as the Oklahoma District Board, through the Oklahoma District Superintendent or the Oklahoma NAM Director, of his desire to start a Daughter Work. The Daughter Work shall abide by the regulations and practices of the Oklahoma District. The Pastor of the Mother Church shall be under the authority of the Oklahoma District Board in relation to matters impacting the Daughter Work/Preaching Point. Any conflict of authority shall be resolved by the District Boards involved.
6. With appropriate District Board or District NAM Executive Board approval two or more pastors may band together to sponsor a Daughter Work or Preaching Point. In such a situation, one of the pastors shall be designated as the lead sponsor and shall be responsible for any reports, contact with the District Board or any designate thereof, or any other matter of business.

MOTHER CHURCH/DAUGHTER WORK/PREACHING POINT OPERATING PROCEDURE

1. The Pastor of the Mother Church must obtain the approval of the District Board before beginning the work.
2. The Mother Church is to assume all fiscal, ministerial (music, outreach, etc.) and leadership responsibilities of the Daughter Work/Preaching Point. All tithes and offerings are to be turned in weekly to the Mother Church and properly documented to meet State and Federal law requirements.
3. It must be understood that the Daughter Work/Preaching Point is not a church, but a ministry of the Mother Church. This relationship exists until such time as it becomes independent of

the Mother Church with District Board approval.

4. No financial support will be supplied by the NAM Department until or unless the Daughter Work/Preaching Point is approved as a UPCI church with NAM status by the District Board.
5. No Daughter Work/Preaching Point shall be considered for NAM status under the age of two years.
6. Both Mother Church Pastor and Daughter Work/Preaching Point Leader desiring to become the pastor are to meet the District Board for approval before the Daughter Work/Preaching Point becomes an autonomous church.
7. The General Church Division is to be notified of each Daughter Work/Preaching Point by the District Secretary.

RESPONSIBILITIES OF THE DAUGHTER WORK/PREACHING POINT LEADER

1. Must work in cooperation with and loyalty to his Mother Church Pastor.
2. He is to report regularly to his Pastor. This report should include the full status of the work: attendances, evangelistic efforts being made. Should the Pastor serve as Leader these reports shall be compiled at his discretion.
3. No member of the Mother Church or any member of another church is to be asked to help or minister at the Daughter Work /Preaching Point without first receiving permission from the Mother Church Pastor, who will clear with any other Pastors involved.
4. During the tenure as a Daughter Work/Preaching Point, the Leader of the work may attend District NAM seminars, retreats and training sessions at his own expense.
5. When the Daughter Work/Preaching Point Leader is announced to the Mother Church congregation, he should exercise carefulness and ministerial ethics among the saints of the Mother Church. He must seek full understanding of this matter from his Pastor.
6. After separating from the Mother Church, all contact by the Daughter Work/Preaching Point Leader with the saints of the

Mother Church is to cease. Any exceptions are to be with the full knowledge and approval of the Mother Church Pastor.

CHURCH IN A DAY (CIAD) PROGRAM

The goal of the Church In A Day (CIAD) program is twofold: (1) to design a program which will assist North American Mission (NAM) Churches with their church building needs; (2) To make the assistance affordable.

It is our desire to see many churches built throughout Oklahoma. The building layout chosen is both practical and workable. The building is functional with exterior dimensions of 34' by 84', and an interior layout which contains a sanctuary which will seat approximately 120, three adequate classrooms, rest rooms, pastor's study, baptistery, and changing rooms. There are a couple different layout plans from which to choose.

The average material cost as of 2023 is \$111,000.00. The cost factor will vary by location and availability of materials. The slab and rough-in plumbing costs are approximately \$19,500 as of 2023. These costs exclude slab, property cost, utilities, curbing, parking lot, etc.

Applicant eligibility is as follows:

1. Must have the approval of the Oklahoma NAM committee and the Oklahoma District board of presbyters.
2. Must own property. Property must be debt free.
3. The congregation must be averaging 35 to 40 people and need a building that will seat approximately 100 people.
4. The recipient congregation must agree to financial and ethical guidelines which are designed to protect the local congregation and the investment of the Oklahoma NAM Department.
5. The local church is responsible for applicable insurance (i.e. Builders Risk, property, liability, fire and flood, etc...).

The Oklahoma NAM shall be responsible to line up tradesmen, order and stock materials, arrange for tools, etc. It also will advertise for volunteer tradesmen and other participants through district publications, and letters to pastors.

CHURCH IN A DAY (CIAD) POLICY

Section 1: Purpose

1. To assist NAM churches who have a strong number of believers, but yet are unable to build a church building on their own.
2. To assist in raising funds for an approved CIAD project.
3. To assist in the enlistment of local churches and pastors across the Oklahoma District fellowship to get involved in base expansion through building churches.
4. To assist in providing recognition and guidance to the NAM pastor related to building a church.
5. To assist in providing finance and labor for the construction of said building.

Section 2: Requirements for Insurance

1. The OK NAM department will need proof of insurance depending on the type of financial transaction between the NAM church and the OK NAM department.
2. The OK NAM department will need a copy of said insurance policy.

Section 3: Qualifications

1. Anyone applying for the CIAD program must accept the then present OK NAM Policy, related to properties and grants, and have already met all its requirements.
2. Applicants should also understand that the CIAD program building design will not be altered (34' X 84') except city or township codes require certain square footage to build a new facility.
3. Applicants requesting consideration shall complete a detailed application along with a complete up to date financial statement. Application must be presented to the Oklahoma NAM committee for approval who will in turn forward approved application to the Oklahoma District Board of Presbyters for final approval.
4. Applicant must furnish a copy of the minutes from the church's business meeting approving the application for the CIAD program.
5. Blank applications will be provided by the Oklahoma NAM department. All applicants must meet every requirement of the application to be considered for funds.
6. Applicants requesting consideration will be chosen based on a financial statement showing that their Assembly will be able to make the monthly payments and insurance premiums.

7. Upon approval or disapproval, at the District Board level, the applicant will be notified of the board's decision within 15 days of the decision.

Section 4: Finance

1. Applicant must provide 100% of financing whereas the district will provide the labor.
2. A minister shall not be the sole trustee or owner of real property of the local church. Neither shall the majority of the trustees be from the minister's immediate family.

Section 5: District Investment Protection

Whereas some pastors who obtain a CIAD or are voted in as pastor of a church which has previously received a CIAD building can remove that church from the ranks of the United Pentecostal Church.

And whereas the men of the Oklahoma District have made a good faith investment of their time, resources and money in order to make said CIAD a reality as a United Pentecostal Church for the Community in which it was built,

It is herein recommended that the estimated amount of labor that has been provided (\$104,000.00 per CIAD in 2023 dollars) by the men of the Oklahoma District be safeguarded in the following manner,

Should any pastor or church that is a recipient of a CIAD decide to disaffiliate or remove said church from the United Pentecostal Church, and/or dissolves their corporation and sells said church, they shall be required to reimburse the cost of the labor (\$80,000.00 in the equivalent of 2023 dollars) back to the Oklahoma District United Pentecostal Church. Such contingency shall be made a covenant in the deed of said property, or other safeguard protection as required by legal counsel.

CHILDREN'S MINISTRY DEPARTMENT

The Oklahoma District Children's Ministry Policy shall be as outlined in the Manual of the United Pentecostal Church International. The funds given to the Oklahoma Children's Ministry Department through Save Our Children (SOC) and the local church Children's Ministry tithing provide the means for many ministries.

The Children's Ministry Department of the Oklahoma District offers

help to the churches and ministers in a specific area of church work. Children's Ministry provides varied programs, ideas, and proven supports for each church, large or small, to successfully build needed ministries that will win the lost and help build strong Christians. We work in conjunction with the National Program of the United Pentecostal Church.

These national events are supported and attended by the department officials and are communicated to the Oklahoma District as valuable helps to our churches.

Children's Ministry is an integral part of church organization, ministry, resource, and enjoyment within our local churches. The following ministries and helps are available through the Children's Ministry Department. For more information or documentation for any of these topics, contact the Oklahoma Children's Ministry officials:

1. Bible Quizzing
 - a. Beginner Division ages 8 and under
 - b. Junior Division ages 11 and under
 - c. Age qualification determined by January 1st
 - d. Local and National competition
2. Children's Crusades – These are held annually across the district to reach out to the children of Oklahoma with the intent of children receiving the Holy Ghost.
3. Teacher Certification - Four-level achievement program to develop teachers
4. B.R.E.A.D. Program - A program to read the Bible through in one year
5. Teacher Training Seminars - held bi-annually in the Oklahoma District
6. Apostolic Home School Conference – held annually in the Oklahoma District
7. Children's Ministry Crusader's Camp (ages 8-10)

Children's Ministry Sponsored Functions

In addition to the National Children's Ministry programs, the Oklahoma Children's Ministry Department sponsors a Children's

Ministry Crusader's Camp for ages 8 through 10 during the first part of June and is held on the Oklahoma Campgrounds.

There is also a two-hour children's service each morning from 10:30 am to 12:00 pm, Tuesday through Friday, during the annual Camp Meeting. This week of services provides children with some of the UPCI's finest Children's Evangelists. The ages of these children are between 5 and 10 and they are supervised by the Children's Ministry Department. Each year it is expected that a number of these children will receive the Holy Ghost.

Bi-annual training is offered for Children's Ministry teachers and Children's Ministry workers. Children's Crusades are also held throughout Oklahoma each year to reach out and minister to the children in the state.

An annual Apostolic Home School Conference is conducted in the Fall each year to encourage and inspire parents who homeschool their children.

Save Our Children (SOC) Program

The financial support used to underwrite the various ministries of this department is from the "Save Our Children" offering. This begins January 1 and comes to its completion by the first of June. The offering day is always Easter Sunday. The SOC offering is divided equally between the national program and the district program. A Sectional representative for Children's Ministry will contact each church and receive a verbal commitment for SOC in the days following, and get the attendance for their Easter Sunday or largest attended event in the past year. This information is then compiled and recorded for the state and national records. A check should be sent to the District Children's Ministry Secretary as soon as possible following Easter Sunday, but by the 1st of June.

Children's Ministry Tithe

A second method of financial support for the state and national programs is the Children's Ministry Tithe. This Tithe is a tenth of the Children's Ministry offering at the local church level. Some churches that do not have this offering separated offer some other offering in its place. This tithe is accumulated at the district level and then a tithe is given to the National S.S. program.

OKLAHOMA CRUSADER'S CAMP CONSTITUTION

ARTICLE I: OVERVIEW

Section 1 Name

The name of this meeting for children shall be the "Oklahoma Children's Ministry Camp."

Section 2 Sponsorship

The Sponsors of the camp shall be the Oklahoma District Children's Ministry Department.

Section 3 Place

This camp shall convene at the Oklahoma District Camp Grounds in Mustang, OK.

Section 4 Date

The proposed date of the Oklahoma District Children's Ministry Camp shall be chosen by the District Children's Ministry Committee and approved by the District Board.

ARTICLE II: PURPOSE

Section 1 Evangelization

The primary purpose of the Oklahoma District Children's Ministry Camp will be that of ministry to the children of the United Pentecostal Church. All other considerations shall be made secondary to the saving of souls.

Section 2 Instruction

Bible-centered instruction shall be a part of the Children's Ministry Camp curriculum. Such instruction shall be for the purpose of forming well-founded Christian character for the future. In no case shall the curriculum contain anything of individual private interpretation that is contrary to the view of the majority of the fellowship.

Section 3 Fellowship

The Camp will attempt to provide an opportunity for young children to pray together as well as a time for recreation together. Wholesome recreation and supervised opportunities for fellowship shall be part of the camp program.

ARTICLE III: ADMINISTRATION

Section 1 Governing Body

- a. The governing body of the Oklahoma District Children's Ministry Camp shall be the District Superintendent, District Children's Ministry Director and District Children's Ministry Secretary.
- b. The District Children's Ministry committee shall be responsible for the planning and direction of the Camp with the approval of the District Board.
- c. The District Board shall have the authority to alter or augment the operating policy of the Camp and its activities.

Section 2 Camp Principal

The execution of the Oklahoma District Children's Ministry Camp shall be committed to the Camp Principal. He will be responsible for the immediate supervision of the Camp. Unless otherwise specified, the District Children's Ministry Director shall serve as the Camp Principal. The District Board may, at its discretion, appoint someone other than the District Children's Ministry Director to serve as the Camp Principal.

Section 3 Camp Staff

- a. The camp staff shall consist of volunteers approved by the volunteer's local pastor and the District Board.
- b. Each staff member must satisfactorily complete a "Camp Staff Worker's Application."
- c. Staff members must be a minimum of 18 years of age.
- d. Staff members will be subject to a background check before being considered to work at the camp.
- e. Each applicant that has met the above requirements and is needed to help staff the camp will be contacted by the District Children's Ministry Director or his designee. If no contact is made, all camp staff positions have been fulfilled and the applicant is not needed.
- f. All staff members will be issued an identifying badge that is to be worn throughout the camp.

ARTICLE IV: FINANCE

Section 1 Receipts/Disbursements

The Oklahoma District Children's Ministry Camp shall be self-supporting. All proceeds received from registration, concessions, and offerings taken during the camp, and any other forms of income shall become the property of the Oklahoma District

Children's Ministry Department and shall be used for the expenses of the camp. Any funds not used during the camp will be retained by the Oklahoma District Children's Ministry Department. The governing body shall be authorized to make disbursements for the expenses of the camp. The District Children's Ministry Secretary or his designee shall act as Treasurer and make disbursements authorized by the governing body.

ARTICLE V: ENROLLMENT

Section 1 Eligibility

Children ages 8-10 are eligible to enroll in the Oklahoma District Children's Ministry Camp providing they complete the appropriate registration form. The registration form must be signed by a legal parent/guardian as well as an Oklahoma pastor of the United Pentecostal Church.

Section 2 Fees

The enrollment fee for the camp is to be recommended by the District Children's Ministry committee and approved by the District Board. This fee will cover room, board, supplies, and insurance. Only registered campers shall be allowed to participate in camp activities.

Section 3 Identification

Every registered camper will be issued an identification badge which will be required to be worn during the camp. A nominal fee may be assessed for replacement badges.

Section 4 Camp Rules

- a. Campers are only permitted to be in designated approved areas of the camp.
- b. Campers are not permitted to leave the grounds prior to camp check-out without permission of Camp Principal.
- c. Campers are required to attend all classes, activities, and services.
- d. Campers, counselors, and staff members are responsible for their own bedding, clothing, luggage and personal belongings.
- e. It is expected that everyone dress modestly at all times.
- f. No one will be allowed to stay off the grounds and attend the camp.
- g. No knives, guns, laser pointers, explosives (including fireworks) are permitted at the camp.

- h. The use of tobacco, illegal drugs, or alcohol in any form will not be allowed on the camp grounds.
- i. Cell phones and other electronic device usage is not permitted during classes, services, or after "Lights Out."

Section 5 Visitors

- a. The Oklahoma District Children's Ministry Camp will be a closed camp, thus only approved staff, registered campers, and licensed ministers (and spouses) of the UPCI are allowed on the grounds during the camp, with the exception of the evening service.
- b. If a parent or guardian needs to speak to their child they must call the camp ground and proper arrangements will be made.
- c. If a camper is coming late to register a phone call must be made to the camp ground to make proper arrangements.
- d. Should an unauthorized visitor be found on the camp ground he/she will be asked to leave by the camp security.

ARTICLE VI: DORMITORIES

Section 1 Assignment/Supervision

- a. The staff shall have the privilege of assigning the campers to the dormitory that is most suitable for convenience and order.
- b. Each dormitory will be overseen by at least two counselors appointed by the Oklahoma District Children's Ministry Director.
- c. The Counselors are responsible for order and cleanliness in the dormitory.

ARTICLE VII: MEALS/CONCESSIONS

Section 1 The Food Coordinator shall be responsible for management of meals and concessions of the camp. The Food Coordinator will oversee the ordering, preparation, and serving of all meals of the camp, as well as, purchase and sale of concessions.

ARTICLE VIII: HEALTH

Section 1 Entrance

- a. No one will be allowed to enroll who is obviously ill.

- b. Any camper or camp staff member may be checked for head lice. If there is a confirmed case of head lice, that person(s) will be sent home.

Section 2 Insurance

- a. Campers are covered by a limited accident policy while at camp. This does not cover any pre-existing illness or illness incurred while at camp. It is strictly an accident policy and a secondary policy, paying only after your insurance has been filed. Any and all unpaid medical bills will be parent/guardian's responsibility.
- b. Under no circumstances will the Oklahoma District UPC and its representatives be responsible for payment of hospital or medical bills.

Section 3 Medications

- a. Prescription medications and dosage amounts must be noted on the health portion of the registration form.
- b. All medications must be labeled and in original containers, including non-prescription drugs.
- c. All medications must be retained and distributed by approved camp medical personnel.

Section 4 Supervision

- a. If possible, a registered nurse or other qualified medical personnel shall be on the grounds and assess all who are in need of medical attention.
- b. The approved medical personnel will be responsible for administering prescribed medications as noted on the camper's registration form.

Section 5 Incident Report

- a. In the event a camper or staff member is hurt or injured, an incident will be completed to provide the details of the incident.
- b. Completed incident reports will be kept on file for future reference purposes.

ARTICLE IX: DRESS CODE

- a. Boys' hair must not be any longer than would reach over their shirt collar in the back or over their ears.
- b. Boys' sideburns are to be no longer than the bottom of the ear.
- c. No short pants are allowed on the boys or girls.

- d. Jewelry of any kind is not permitted on the camp grounds.
- e. Make-up or nail polish, including “French nails”, is not allowed to be worn at any time.
- f. Shirts, blouses, and dresses are to have at least a standard short sleeve, which is defined as coming at least midway between the shoulder and elbow.
- g. Girls’ dresses must be modest, not revealing or exposing the body immodestly by slits, low necklines, or thin, see-through material. All dresses should cover the collar bone to maintain modesty.
- h. All shirts worn by both boys and girls should be a minimum of waist length when hands are raised.
- i. Dresses and skirts must be considered appropriate attire for girls and must come to at least the knee when sitting down. No slits should be above the knee.
- j. No sleeveless or cap sleeve dresses or blouses.
- k. Clothing that explicitly or implicitly promotes racism, sexism, sexual actions, profanity, tobacco, drugs, alcohol or hatred toward a certain group of people will not be allowed.

YOUTH MINISTRIES

The Oklahoma District is committed to seeing our youth saved and involved in the work of God and has established a department, known as the Oklahoma District Youth Ministries, as set forth in the UPCI manual. The Oklahoma Youth Ministries is to help provide spiritual encouragement and Christian fellowship, while promoting various activities.

A. Youth Sponsored Functions:

1. Conduct a biennial Youth Worker’s training seminar
2. Provide an annual Family Ministries Retreat for married couples with children still at home.
3. Conduct three summer Youth Camps (Junior High, Senior High & Hyphen) in the month of June.
4. Host a daily youth service during our annual Camp Meeting.
5. Host an annual Oklahoma Youth Convention, which is held at the end of December.
6. Oversee Senior Bible Quizzing which includes both Experienced and Intermediate divisions.
7. Conduct an annual “Move the Mission” fundraising drive.
8. Maintain District Youth Ministry Website:
www.OklahomaYouth.org

B. Scholarships & Grants:

1. Provide any Oklahoma young person who applies with the General Youth Ministries and is accepted to go on an “International Apostolic Youth Corp” trip, with \$250 toward the expense of their trip. Monies are allocated according to need and availability of funds.
2. Provide any Oklahoma young person who applies and is accepted to go on a “North American Apostolic Youth Corp” trip with \$150 toward the expense of their trip. Monies are allocated according to need and availability of funds.
3. Provide a \$1,500 scholarship to an Oklahoma youth who applies with the General Youth Ministries for a Move the Mission scholarship. These applications are graded by the General Youth Ministries, and the state scholarship is awarded to the young person with the highest score, who did not receive a Move the Mission scholarship from the General Youth Ministries.
4. The Oklahoma Youth Ministries makes available grant monies for the Oklahoma NAM Missionaries. An allocation of the portion of the Move the Mission money kept in the District makes this program possible. (*Applications may be obtained through the Oklahoma North American Missions.*) This is provided by the national UPCI Youth Ministries and not by funds retained in Oklahoma.
5. In the Experienced Division of Senior Bible Quizzing, the District Champions receive a minimum of \$750 to help with their trip to the North American Bible Quizzing Finals.
6. In the Experienced Division of Senior Bible Quizzing, the 2nd place team receives a minimum of \$500 to help with their trip to the North American Bible Quizzing Finals.
7. In the Intermediate Division of Senior Bible Quizzing, the District champion receives a minimum of \$750 to help with their trip to the North American Bible Quizzing Finals.
8. In the Intermediate Division of Senior Bible Quizzing, the 2nd place team receives a minimum of \$500 to help with their trip to the North American Bible Quizzing finals.
9. If the district has ten or more teams participating in either the Experienced or Intermediate Divisions, monies can be allocated to a third place team at half the monies given for the second place teams in their respective division.

C. Oklahoma Youth Camps:

The Youth Camps of the Oklahoma District United Pentecostal Church are operated and structured as a church camp for our young

people and not open to the public. Every young person who desires to attend must have a registration form signed by one of our Oklahoma District United Pentecostal Church pastors.

OKLAHOMA YOUTH CAMP CONSTITUTION

ARTICLE I: OVERVIEW

Section 1 **Name**

The name of this meeting for youth shall be the "Oklahoma District Youth Camp."

Section 2 **Sponsorship**

The sponsors of the camp shall be the Oklahoma District Youth Ministry.

Section 3 **Place**

This camp shall convene at the Oklahoma District Camp Grounds in Oklahoma City, OK. The use of any other facilities to augment those available at the Camp shall be left to the discretion of the Youth Camp Executive Committee, further known as YCEC.

Section 4 **Date**

- a. The proposed date for the Oklahoma District Youth Camp shall be chosen by the District Youth Committee and approved by the District Board.

- b. The approximate dates for the Oklahoma District Youth Camps shall be the second and third weeks of the month of June.

ARTICLE II: PURPOSE

Section 1 **Evangelization**

Primary purpose of the Oklahoma District Youth Camp will be that of evangelization & discipleship. All other considerations shall be made secondary to the saving of souls.

Section 2 **Instruction**

Bible-centered instruction shall be a part of the Youth Camp curriculum. Such instruction shall be for the purpose of forming well-founded Christian

character for the future. In no case shall the curriculum contain anything of individual private interpretation that is contrary to the view of the majority of the fellowship.

Section 3 **Inspiration**

In view of our desire that the Youth Camps be kept spiritually motivated, the accent of the camp shall be on the Spiritual. Prayer, consecration and worship shall be encouraged and emphasized.

Section 4 **Fellowship**

Since many young people have limited opportunity in their local church for fellowship with their peer group, the camps will attempt to provide an opportunity for young people to pray together as well as a time for recreation together. Wholesome recreation and supervised opportunities for fellowship shall be part of the camp programs.

Section 5 **Participation**

- a. As far as possible, the young people who are registered shall be the major participants in the Youth Camp programs. Adults will be utilized in a supervisory capacity, whenever possible and recreational activities shall be composed of registered campers.

- b. Allowances should be made for the choir director to use such musicians, soloists, etc., as necessary, after prior approval of the participant's pastor and YCEC.

ARTICLE III: ADMINISTRATION

Section 1 **Governing Body**

- a. The governing body of the Oklahoma District Youth Camps shall be the YCEC.

- b. YCEC shall be composed of the District Superintendent, District Youth President, and the District Youth Secretary. These shall automatically become members of the YCEC by virtue of election or appointment to these various offices.

- c. The YCEC shall be responsible for the planning and direction of the OK District Youth Camps. They shall choose the personnel of the Camps carefully, choosing those persons who are working closely in harmony at the Local, Sectional, and District levels. They shall plan the Youth Camp programs in accordance with the Purpose as stated in the Youth Camp Constitution, Article II Section 1 & 2.

Section 2 **Supervision**

- a. The Oklahoma District Board shall occupy a supervisory capacity over the Youth Camps, and the YCEC shall be responsible to them.

- b. The District Board shall have the authority to alter or augment the operating policy of the Youth Camps and their activities.

Section 3 **Policy**

- a. The Youth Camps shall be operated under the general policy as set forth in the Youth Camp Constitution.

- b. Any changes in policy should be submitted to the Oklahoma District Board for their approval.

- c. Any difficulty that arises which involves the District as a whole, shall be referred to the District Board.

Section 4 **Camp Principal**

- a. The execution of the plans, policies, and programs of the YCEC shall be committed to a Youth Camp Principal. Unless otherwise specified, the District Youth President will serve in the capacity of Camp Principal. He will be responsible for the immediate supervision of the Youth Camp(s).

- b. The District Board may, at its discretion, appoint someone other than the District Youth President to serve as the Camp Principal. In this case, the appointed Principal shall become a member of the YCEC along with the others who are specified, and shall assist in the planning as well as the execution of the program.

- c. The District Superintendent or his designee shall serve as Chairman of the YCEC.

Section 5 **Camp Staff**

- a. All those desiring to work at youth camp(s) must complete a “Camp Staff Worker’s Application.” An application can be obtained from the district youth website – www.OklahomaYouth.org – or by contacting the District Youth President. A Junior Camp Staff member must be 18 years of age, have pastor and district board approval before being considered to work at Junior Camp. An unmarried Senior/Hyphen Camp Staff member must be 21 years of age, have pastor and district board approval before being considered to work at Senior/Hyphen Camp.
- b. Each applicant that has met the above requirements and is needed to help staff a camp(s), will be contacted by the YCEC. If no contact is made, all camp staff positions have been fulfilled and applicant is not needed.

ARTICLE IV: FINANCE

Section 1 **Receipts**

- a. The Oklahoma Youth Camps shall be self-supporting. All proceeds received from registration, concessions and offerings taken during the camp and any other forms of income shall become the property of the Oklahoma District Youth Ministry and shall be used for the expenses of the Camp.
- b. Any funds not used during the camp shall be retained by the Oklahoma District Youth Ministry.

Section 2 **Disbursements**

- a. The YCEC shall be authorized to make disbursements from the Oklahoma District Youth Ministry Treasury.
- b. Disbursements for the Camps shall be made by the District Youth Secretary at the request of the YCEC.

Section 3 **Treasurer**

The District Youth Secretary shall act as the Youth Camp Treasurer, receiving and disbursing all funds.

ARTICLE V: ENROLLMENT

Section 1 **Eligibility**

Any young person who has never been married between the ages of 11 and 24 is eligible to enroll in said camps, providing they complete the appropriate registration form in which they promise to obey all the rules of the camp. This registration form must be signed by an Oklahoma Pastor of the United Pentecostal Church, who shall accept responsibility for the young person.

Section 2 **Fees**

- a. The enrollment fee is to be recommended by the District Youth Committee and approved by the District Board. This fee will cover room, board, tuition, supplies, and insurance. Those not enrolled in the camps shall not be party to benefits from the camp insurance policy.

- b. Refunds shall be made for the days remaining, with the exception of the day on which the student withdraws from the Camp.

- c. Authorized workers arriving at the camp must report to the principal and check in to be eligible for insurance coverage.

Section 3 **Identification**

- a. Each person enrolled in the camp will be issued an identification badge which they are required to wear at all times.

- b. Camp staff members and all those assisting at the camp will also be given badges, which they will be expected to wear at all times.

Section 4 **Camp Rules**

- a. All camper's vehicle keys must be turned into the administration office upon arrival and campers cannot use their vehicles during camp.

- b. Campers are not permitted to leave the grounds without permission from the Youth Camp Executive Committee.
- c. All campers and counselors are expected to be prompt at all meals and meetings unless excused by the camp principal.
- d. Campers are required to attend all classes, recreational activities and evening services.
- e. Boys are not permitted to enter the area of the girls' dormitories and the girls are not permitted to enter or visit anyone in the boys' section.
- f. Woods, creek, and pond are off limits to campers.
- g. Athletic equipment and facilities are under the control of the Recreational Directors and may be used as specified by them.
- h. Every camper, counselor and staff member is responsible for their own bedding, clothing, luggage, and personal belongings. It is not encouraged for campers and camp staff members to bring "valuables" to camp as they may get lost, broken or stolen.
- i. All should give respect to the camp grounds, buildings and facilities. Individuals defacing Camp property or the natural surroundings must pay the damage incurred.
- j. Absolute quiet and attention is expected from every camper during classes and services. Enter the Tabernacle with a spirit of reverence and leave as orderly and quietly as possible. These services should be high moments of inspiration.
- k. Campers and counselors are required to stay in their dorms each night from the sounding of "Lights Out" until breakfast the following morning, except for special emergencies. No lights or noise is permitted in the dorms during sleeping hours.

- l. It is expected that everyone dress modestly at all times. (See Article XIII for “Dress Code”)
- m. All campers are to remain in their assigned areas for sleeping. No “switching” is allowed without previous consent of both counselors involved.
- n. Boys and girls will not be allowed to sit together during classes or services.
- o. All students, staff, and counselors are required to wear their identification badges at all times.
- p. A student is to get permission from security before leaving a class or night service for any reason.
- q. Campers may not leave the night service until the “Dismissed” is posted on the projection screen.
- r. Campers are prohibited from the use of any motorized vehicles without permission from YCEC.
- s. The general standard of behavior shall be such as is becoming to Christian Youth.
- t. No one will be allowed to stay off the grounds and attend Youth Camp without special permission by the YCEC.
- u. While conversation and fellowship are allowed, there shall be no dating during youth camp. Boys shall not escort the girls to their dormitory or vice versa.
- v. Public display of affection of any kind is strictly prohibited.
- w. No knives, guns, laser pointers, or explosives (including fireworks) are permitted at camp.
- x. The use of tobacco, drugs or alcohol in any form will not be allowed on the camp grounds. All prescription drugs must be turned in to camp nurse.
- y. No possession of pornography or any such like will

be allowed on the grounds.

- z. Cell phones are allowed at camp with the following stipulations: Streaming services (Netflix, Hulu, YouTube, etc.) are prohibited. Ear buds and headphones of any kind are prohibited as well. Photography and videography of any kind (including video messaging) is not allowed in the dormitories and bathrooms.
- aa. Campers found guilty of theft or malicious damage to any articles by confession or evidence, shall forfeit all rights and must leave the campgrounds. The responsible party must make restitution for any damages.
- bb. All students who attend the Camp are subject to the rules and dress codes of the Camp, and are not allowed to leave the Camp without special permission, until they have been officially withdrawn or been dismissed from the Camp.

Section 5 **Visitors**

- a. No visitors are allowed during the day time at youth camp for liability purposes.
- b. If a parent or guardian needs to speak to their child, they must call the campground and proper arrangements will be made.
- c. If a camper is coming to register late, he or she must first call and then report to the administration office upon arrival before being allowed access to any classes, activities or dormitories.
- d. Night services are open to the public. Visitors are allowed on premises one hour before evening services. At the conclusion of the night service, visitors should leave the campground.
- e. Should a visitor be found on the campground who does not have permission to be there, he/she will be asked to leave by the security patrol.

ARTICLE VI: SERVICES

Section 1 **Attendance**

Students shall be required to attend all classes and services unless granted permission to do otherwise.

Section 2 **Charge**

The District Youth President or his appointee shall be in charge of the classes and services.

Section 3 **Speakers**

- a. The speakers for the classes and services shall be recommended by the District Youth Committee and approved by the District Board.

- b. The speakers for the classes and services shall be paid by the District Youth Ministry. The amount shall be set by the YCEC.

ARTICLE VII: CLASSES

Section 1 **Schedule**

The order of classes shall be planned by the YCEC.

Section 2 **Theme**

The Youth Camp theme shall be based upon those ideas and curriculum that have been chosen by the District Youth Committee and / or YCEC and approved by the District Board.

Section 3 **Departments**

The classes for the Youth Camps shall be divided into departments based on age and / or gender as well as general combined sessions to effectively teach the various topics.

Section 4 **Faculty**

The teaching faculty shall be recommended by the YCEC and approved by the District Board.

ARTICLE VIII: RECREATION

Section 1 **Types of Recreation**

Only recreation that is conducive to good

sportsmanship shall be planned. The selection of the recreation shall be left to the YCEC.

Section 2 **Direction**

The Youth Camp recreation program shall be directed by a Recreation Coordinator and his staff. These shall be under the advice and guidance of the YCEC.

Section 3 **Participation**

Only those who are registered and staying on the grounds shall be eligible to participate in Youth Camp Recreation.

Section 4 **Sportsmanship**

Care should be taken that only Christian conduct be exhibited in the recreation. Anyone who manifests a spirit of strife or ill temper may be denied the opportunity to participate in the recreation. The recreational Supervisor shall notify the Camp Principal as soon as possible of said decision.

Section 5 **Equipment**

Recreation equipment shall be purchased from the Youth Camp Treasury – District Youth Ministry, and shall become and remain the property of the Youth Camp. Enrollees may bring their own equipment, if desired. However, the Youth Camp is responsible for no equipment except its own.

ARTICLE IX: DORMITORIES

Section 1 **Assignment**

The staff shall have the privilege of assigning the students to the dormitory that is most suitable for convenience and order.

Section 2 **Supervision**

- a. Each dormitory shall be overseen by a Counselor who is appointed by the YCEC and approved by the District Board.

- b. The Counselors are responsible for order and cleanliness in the dormitory with which they are charged, and are expected to abide by all rules,

regulations, and staff advisories.

Section 3 **Rules**

- a. Each person is admonished to disturb no bed or property but their own.
- b. Beds should be made and dormitories in order before leaving for breakfast or class.
- c. A daily inspection shall be made of the condition of the dorms.
- d. Any student who willfully disregards dormitory rules will be subject to disciplinary action by the YCEC.

ARTICLE X: MEALS

Section 1 **Direction**

The preparation and serving of meals shall be under the direction of the YCEC and their appointees.

Section 2 **Menus**

The menu for the Youth Camp shall be selected by YCEC and Head Cook.

Section 3 **Cook**

- a. The Cook shall be chosen by the YCEC and approved by the Board.
- b. The Cook shall be paid an amount set by the YCEC from the Youth Camp Treasury.

Section 4 **Purchases**

The purchases of groceries shall be made by the YCEC or their appointee. Bills shall be sent to the Youth Camp Treasurer.

ARTICLE XI: CONCESSIONS

Section 1 **Directions**

- a. The purchase and sale of concessions will be under the direction of a Concessions Coordinator who shall be chosen by the YCEC.

- b. The concession stand will be closed during classes and services and will not be opened for enrolled campers until the dismissal sign is posted each evening.

ARTICLE XII: HEALTH

Section 1 Entrance

- a. No one will be allowed to enroll who is obviously ill.
- b. All registrants and camp staff may be checked for head lice either upon arrival or during stay at camp. If there is a confirmed case of head lice, person(s) will be sent home.

Section 2 Insurance

- a. Group insurance will be provided to cover sickness or injury of registered campers and approved camp staff only. Insurance only applies if patient is not covered under any other existing insurance policy.
- b. Should the group insurance not pay for all or part of a claim, all monies due will be paid by registrant's parent(s) and / or guardian. The same rule applies for camp staff.
- c. Under no circumstances will the Oklahoma District United Pentecostal Church and its representatives be responsible for payment of hospital or medical bills.

Section 3 Medications

- a. Prescription medications must be noted on the health portion of the registration form. All applicable information **must** be filled out.
- b. All medications must be labeled and in original containers, including non-prescription drugs.

Section 4 Supervision

- a. If possible, a registered nurse shall be on the grounds and shall assess all who are ailing.
- b. If a registered nurse is not available, an acting nurse will be provided to administer prescribed

medications as noted on applicant's registration form.

- c. If sickness, disease, or injury is indicated, medical advice will be sought in order to protect the camp from suit. If someone is present who is legally able to assume risk, medical counsel may be waived.

ARTICLE XIII: DRESS CODE

Section 1 Policy

- a. Whereas the world is trying to invade our ranks, and due to some young people being new in church, and to help maintain a godly standard of holiness, we as a District see a need to hold to godly standards of holiness.
- b. Be it understood that we DO NOT consider these Dress Codes the maximum holiness standard, but only the minimum for the purpose of conducting a Youth Camp.

Be it further required that a copy of the "Dress Codes" be made available to all of our pastors, and that they be responsible for informing youth and parents of said code and enforcement.

Be it further required that this dress code be enforced at Youth Camp by the Youth Camp Executive Committee. Enforcement procedure will involve the following: After a complaint has been made by Youth Camp faculty or Youth Camp help, such as dorm supervisors, camp patrol, etc., that the youth first be admonished to comply with the code. If the code is repeatedly or continuously violated, the pastor of the youth is to be advised to notify parents and the youth is to be sent home.

Section 2 Dress Codes (Campers / Camp Staff)

- a. Boys' hair must not be any longer than would reach over their shirt collar in the back.
- b. Boy's sideburns are to be no longer than the bottom of the ear.

- c. No facial hair is allowed on boys. Must be clean shaven upon arrival to camp grounds.
- d. No pajamas or short pants are allowed outside of the dorms.
- e. Jerseys and proper sporting attire (i.e. wind pants or sweat pants) may be worn during recreation time, but not to classes or services. Hats should not be worn by males in services.
- f. No plain white tee shirts may be worn by boys or girls as outer apparel.
- g. Jewelry of any kind is prohibited on the campgrounds. (Example: necklaces, earrings, wrist or ankle bracelets, etc.)
- h. Makeup is not allowed to be worn at any time.
- i. Shirts, blouses, and dresses are to have at least a standard short sleeve, which is defined as coming at least midway between the shoulder and elbow.
- j. Girls' dress must be modest, not revealing or exposing the body immodestly by slits, low necklines, or thin, see-through material. All dresses should at minimum cover the collar bone to maintain modesty.
- k. All shirts worn by both boys and girls should be a minimum of waist length when hands are raised.
- l. Dresses and skirts must be to the knee when sitting down. No slits should be above the knee.
- m. No sleeveless or cap sleeve dresses or blouses.
- n. No steel cleats of any type shall be worn at camp.
- o. Clothing that explicitly or implicitly promotes racism, sexism, sexual actions, profanity, tobacco, drugs, alcohol or hatred toward a certain group of people will not be allowed.

D. Department Coordinators

The Oklahoma Youth Ministry has three district coordinators that serve two-year terms concurrent with the youth president's term of office: Family Ministries Coordinator, Senior Bible Quiz Coordinator and Promotions Coordinator.

Following the election of the youth president, the District Board will review the names presented by the Youth President and Youth Committee at the District Board's next scheduled meeting. Each coordinator may remain the same or new names may be brought according to the Youth President and Youth Committee's desire. The District Board must approve each coordinator before they are asked to serve their two-year term.

LADIES MINISTRIES DEPARTMENT

The Oklahoma District Ladies Ministries Policy shall be as outlined in the Manual of the United Pentecostal Church International. Ladies Ministries is a vital part of the United Pentecostal Church of the Oklahoma District.

Sara Project

In February of each year, Oklahoma churches are asked for an offering to assist Ladies Ministries with special projects on the Camp Ground.

Ladies' Ministries on the Camp Ground

During Crusader's Camp, Junior High Camp, Senior High/Hyphen Camp and Camp Meeting, Ladies Ministries operates the Sara Road Coffee & Cones (Sno Cones) and Afterthoughts & More.

Afterthoughts & More sells toiletries, hair spray, shampoo, small toys, gift items, etc. Donations are accepted from churches or individuals. The profit is used to assist with special projects on the campground.

During Camp Meeting, Ladies Ministries is responsible for organizing volunteers to serve breakfast, lunch, After Church Cafe refreshments, work in the concession stand, park cars and assist with cleaning. Each Sectional Ladies Ministries President works with her Presbyter and Secretary to oversee their section's work day. This includes coordinating with the churches in their section to have an adequate number of workers and organizing the work

crews on their assigned day.

Mothers' Memorial

The Mothers' Memorial Offering is received annually on Mothers' Day. It should be sent to the District Ladies Ministries Secretary by the last Sunday in June. Fifty percent of this offering is sent to the national Ladies Ministries with the remaining 50% staying in Oklahoma to support various ministries. These ministries include Tupelo Children's Mansion, Global Missions, North American Missions, Lighthouse Ranch for Boys, Children's Ministries, Women of Worth, the Deborah Project and Haven of Hope. Other Ladies Ministries programs include Ladies Prayer International, *Reflections* Magazine, ABLE Ministries, H.O.P.E. and Today's Christian Girl.

Mothers' Memorial and Children's Ministries

Ladies' Ministries allocates \$500 to Oklahoma District Children's Ministries to assist with Children's Ministries.

Mothers' Memorial and North American Missions (NAM)

Revivals/Special Services

The Oklahoma District Ladies Ministries will provide financial assistance with two revivals or special services for any church in NAM status.

- Ladies Ministries will provide \$400 to assist with the cost of the revival or special event.
- Revivals are sponsored by location, not pastor.
- The evangelist must be a licensed United Pentecostal Church International (UPCI) minister and cannot be a relative of the pastor.

The NAM pastor should contact the Ladies Ministries President to request these funds.

District Retreat or Conference Assistance

The Oklahoma District Ladies Ministries will provide payment for one retreat or conference per year for each Oklahoma NAM Missionary. The retreat may be one of the following:

- Ministers and Wives Retreat
- Family Ministries Retreat
- Between Us Minister's Wives Retreat (registration only)

- Oklahoma Ladies Conference (registration only)
- Oklahoma Men's Conference (registration only)

The NAM pastor should notify the District Ladies Ministries President prior to the pre-registration deadline for selected retreat or conference. Payment will be made to the District Departmental Secretary.

Scholarship

A scholarship in the amount of \$1,500 each will be awarded to two Oklahoma young people who are attending a United Pentecostal Church International (UPCI) endorsed Bible College. This scholarship is jointly sponsored by the Oklahoma District Ladies Ministries and the Oklahoma Youth Ministries.

Applicants for the scholarship will be selected from the UPCI Move the Mission (MTM) Scholarship applicants not selected on the national level. The selection process will be based on the grading system used by the Youth Ministries.

If two applicants are selected, the Oklahoma Ladies Ministries and Oklahoma Youth Ministries will each pay \$1,500. If one applicant is selected, each department will pay \$750.

Women of Worth

"Women of Worth" (WOW) is a ministry to:

- 1) Widows of our deceased UPCI Oklahoma ministers.
Upon the death of a licensed UPCI Oklahoma minister, his widow will be invited to enroll in the Oklahoma WOW program by the District Ladies Ministries President or her designee. Upon receipt of enrollment, the widow will receive subscription to *Reflections* Magazine, paid registration to the Oklahoma District Ladies Conference and three cards during each calendar year.
- 2) Widows in any Oklahoma UPC church.
This is a second ministry arm of Women of Worth. It is an online presence offering support and encouragement with Apostolic flavor to every widow across the fellowship. The mission of Widows Ministry (WM) is to ease the burden of Apostolic widows and their families; to support them through the grieving process; to facilitate healing toward rebuilding their lives; and to uplift and encourage widows toward re-engaging in life.

Membership will continue until death, remarriage, attendance in

an Oklahoma UPCI church ceases or the widow moves to another district.

LADIES CONFERENCE

The Oklahoma Ladies Conference is the highlight of the year for the ladies of our district. This annual event is held on the second Friday and Saturday of November. The schedule is planned with informative sessions during the day with a powerful church service Friday night. The desire of the conference committee is for every lady to leave refreshed, renewed, and ready to face this challenging journey we call life.

MEN'S MINISTRY

The Oklahoma District is committed to helping develop godly men and has established a Men's Ministry as set forth in the UPCI Manual.

The Oklahoma Men's Ministry hosts an annual Men's Conference, a Global Missions Trip and a State Men's Ministry Trip. The purpose of these events is for the men to receive information, inspiration and to give back to the kingdom of God through building skills and Christian development. This department encourages and promotes Christian fellowship among the men of Oklahoma.

PRAYER COORDINATOR

Because prayer is the single most important means by which people gain access to and maintain relationship with God, and because the Oklahoma District is committed to prayer, a District Prayer Coordinator has been appointed to promote and organize prayer. The Prayer Coordinator directs all morning prayer services at Camp Meeting and oversees the designated Prayer Room located on the Camp Grounds. Whenever possible, the Prayer Coordinator will arrange for a Prayer Room at other District functions.

GLOBAL MISSIONS DEPARTMENT

In response to the Lord's request to take this Gospel to every nation (Matt 24:14), the Oklahoma District fully supports UPCI Global

Missionaries. As a means to help reduce deputation time, all churches are encouraged to become financial partners with Missionaries.

The Global Missions Department of the Oklahoma District UPCI shall consist of the Global Missions (GM) Director. If there is the need, the GM Director can choose an Administrative Assistant.

The Oklahoma GM Director:

- 1.) According to Qualifications for District Officers the GM Director (UPCI Manual, 2015, Page 119) must be: Male, 30 years old, member of organization 2 years, ordained 1 year, loyal to organization, cooperating member of district 1 year, plus a demonstrated interest in the global missionary endeavor. Elected by the District Conference. 2-year term concurrent with District Superintendent.
- 2.) His duties in scheduling Missionaries in the OK District are: (not in the General manual)
 - a. Contact Pastors to schedule services for Missionaries traveling in our district.
 - b. Supply the Pastors with information on the Missionary:
 - i. Name
 - ii. Status of the Missionary – Intermediate Missionary, Career Missionary, or otherwise.
 - iii. What language(s) they speak.
 - iv. Transportation means – auto, van, motorhome, or travel trailer
 - v. Phone numbers, email, links to other information such as Facebook, websites, etc.
 - vi. What day(s) they are to be with the Pastor.
 - vii. Housing needs and food availability
 - viii. Profile of the Missionary

The Administrative Assistant (if needed) is to be appointed by the GM Director and the District Superintendent. The GM's Administrative Assistant is then to be approved by the OK District Board.

He is to serve as an assistant to the GM Director as the Director should dictate. His primary responsibility would be to assist the Director in scheduling Missionary services and housing. Also, this person would be informed as to the duties of the GM Director if an issue should arise that the Director is no longer able to serve. This would serve as an important transition tool for the GM Department.

As to the dismissal, lack of need, or the desire to not continue the position of the Administrative Assistant, the GM Director, along with the District Superintendent can terminate the Administrative Assistant with a thirty-day notice.

Throughout the year, the District Global Missions Director will contact pastors to schedule services for Missionaries. It is recommended that each pastor make yearly plans to have at least two missionary services or hostings or combination thereof annually. This helps facilitate the missionary schedule and expenses while in our District. Also, churches with suitable evangelist's quarters and/or RV parking to provide accommodations for missionaries are encouraged to inform the District Director. By making accommodations available it saves hundreds of dollars in lodging expenses for the missionary and a convenient place to base from for several nights. It is recommended that each district provide five services per week for each missionary unit to help avoid extra food and lodging expenses for the missionary, and reduce the length of their deputational travels.

It is recommended that each local church have a yearly Faith Promise renewal service in order to have the funds needed to support the local church missions' program. For assistance in planning or scheduling a Faith Promise service, contact the District Global Missions Director.

Established congregations are encouraged to give an annual offering to OK Global Missions to assist Oklahoma North American Missions (NAM) churches or financially struggling churches to have a Missionary Service. The offering is to be sent to: OK Global Missions, 6501 S. Walker Ave., OKC, OK 73139. The District Director, under the direction of the District Superintendent and/or District Board will dispense to NAM churches or Oklahoma churches needing assistance for a Missionary Service. A minimal annual offering of \$100 is recommended. The church supporting will get GM offering credit.

MEDIA MISSIONS DEPARTMENT

The Media Missions Department makes audio CD and video DVD recordings available for purchase of every service held in the District Campground Tabernacle. The evening services at Camp Meeting are live streamed through the internet.

DISASTER RELIEF

The Oklahoma Disaster Relief Department is designed to minister to those in our cities, towns and communities who have been affected by a disaster. This will provide an opportunity for churches and pastors to network together and reach out to their communities in the time of disaster. Disaster is defined as a serious disruption of the functioning of a community or society involving widespread human, material, economic loss, which exceeds the ability of the affected community or society to cope using its own resources. It is important that we are prepared to assist our hurting brothers and sisters in Christ who may suffer such an event.

This department seeks to build a list of potential volunteers who may have skills or resources should disaster visit Oklahoma. Please contact the Disaster Relief Coordinator to make recommendations to be added to this listing of volunteers.

CAMP GROUND

The Oklahoma District operates and maintains a Camp Ground to help promote District-wide fellowship, located on the outskirts of Oklahoma City, at 9500 S. Sara Road, Mustang, OK. The following District meetings are held annually at the Camp Ground: Children's Ministry Crusaders Camp, Junior High Youth Camp, Senior High Youth Camp, Hyphen Youth Camp, Camp Meeting, Spanish Camp Meeting and Men's Conference.

The Camp Grounds consists of a Main Tabernacle which seats approximately 1800, a Youth Tabernacle, a Children's Children's Ministry building, Ladies' Dormitories, Men's Dormitories, a Trailer Park with full hook-up for RVs, Public Restrooms with Showers, a Cafeteria/Fellowship Hall/Concession Stand, Staff Housing, Sara Road Coffee and Cones (Sno Cones) and the Afterthoughts & More store. All buildings are air-conditioned. Listed below are the operating procedures for those attending the Camp Meeting, Youth Camps or other authorized Oklahoma District activities at the Camp Ground.

The Camp Grounds and all related equipment are for District use only. No recreational shooting of firearms is permitted on the Camp Grounds.

Camp Meeting Operating Procedure

1. All persons staying on the Camp Grounds are required to register at the Camp Ground Administration Office.
2. A Parking Attendant is appointed to direct the parking of all campers, travel trailers, and motor homes in the trailer park.
3. No individual church or person will be allowed to sell any type of merchandise on the Camp Ground without the permission of the District Superintendent.
4. Be it therefore resolved that the pastors will work in harmony with, and in submission to, the District Superintendent and the District Board to maintain modesty in dress and appearance for all who serve at the camp grounds (i.e. singers, musicians, ushers/hostesses, parking, concession stand, and kitchen attendants, etc.).
5. Due to the expense of operating the Camp Ground, 20% of all funds retained by District Departments from National financial drives shall be returned to the Camp Ground Fund.

Overnight Staying - Camp Grounds

Each pastor is asked to make his saints aware of the following rules regarding overnight stays on the Camp Grounds. Parents should be reminded of their responsibilities to keep up with their children and to ensure they attend day sessions and nightly services. Individuals staying overnight are required to keep their area clean, and to be respectful of others. The Oklahoma District is not responsible for any loss or damage of personal property.

The Oklahoma Camp Grounds have air-conditioned dormitories for the ladies and the men with public restrooms and showers. We also have a Trailer Park with full hook-ups for RV's, travel trailers and tents. NO PETS are allowed on the Camp Grounds, or in the Trailer Park.

Children whose parents are staying in a motel or in the Trailer Park MUST stay with their parents. No children under 16 years of age are allowed to stay in the dormitories without adult supervision. Everyone staying on the Camp Ground is required to comply with the nightly curfew. Anyone who leaves the Camp Grounds after the evening service and violates the 1:00 AM curfew will be denied the privilege of leaving the Camp Ground for the remainder of Camp Meeting.

Dormitories

1. Everyone is required to register and pay before checking into the dorms.
2. No children under the age of 16 will be allowed to stay in the dorms without proper adult supervision.
3. No young boys over 4 years of age are allowed to stay in the Ladies' Dorm.
4. Mothers with infant babies staying in dorms need to be considerate of others so as not to disturb them.
5. No young girls are allowed to stay in the Men's Dorm.
6. **There is a 10.00 charge per night, for each person staying in the dorms, regardless of age.**
7. Dormitories are open for registration at 12 NOON, on the Monday in July when Camp Meeting begins.
8. Dormitories are to be vacated and areas cleaned by midnight Friday night.
9. Each individual must bring his own bed linens and towels.

Trailer & Camp Sites

1. Trailer and camp sites are on a first-come, first-served basis. NO EXCEPTIONS.
2. All are required to check in with the Camp Ground Trailer Park Host BEFORE parking and setting up.
3. Trailers and camping units will be allowed on the Camp Grounds beginning the Saturday prior to the July Camp Meeting start date. However, no one will be allowed to stay on the Camp Grounds until 7 am on Monday.
4. All vehicles in the Trailer Park are required to park in the designated area. Roads and fire lanes must remain accessible at all times.
5. **There is a \$15.00 per day charge for a minimum of 2 people, plus \$3 additional per person per day for those**

staying in the Trailer Park.

6. No person is allowed to make modifications to the trailer park facilities and utilities without the approval of the Camp Caretaker. This includes but is not limited to modifications for water, sewer, and electrical services.

Golf Cart/Utility Vehicle Policy & Guideline

Purpose

1. To ensure the safety of all campers and staff as well as protect the property and grounds of the OK District Campgrounds with the use of any and all Golf Carts and Utility Vehicles (UTVs) (also referred to as “vehicle” and “shuttle” in this document) for camp work, transportation, and operation.
2. To ensure that Golf Carts and UTVs are strictly used for transportation of staff, designated student VIPs & camp work-related activities.

Qualifications

1. Must have prior authorized approval by the Executive Department leading the event in order to bring any Golf Cart/UTV on campgrounds. Only vehicles that will be useful for camp duties/operation will be approved.
2. Must have read and signed the Golf Cart/UTV Policy & Guideline.
3. Must sign the liability waiver at the conclusion of this document in order to drive a Golf Cart/UTV.
4. Must wear a specialized lanyard or badge identifying their status as approved drivers
5. Drivers must be 18 or older with a driver’s license.
6. Campers are not allowed under any circumstances to drive cart/UTV.
7. Campers are not allowed under any circumstances to ride on a cart/UTV except for the following:
 - a. The camper is an MTM or SOC Incentive Recipient (Student VIP). The Student VIP will have a unique badge and/or lanyard to distinguish them as approved passengers. There will be designated “shuttles” to transport Student VIPs.
 - b. In case of an emergency: E.g. – An injured student needing medical attention.

Responsibilities

1. Pedestrians have the right of way. Always!

2. Absolutely no reckless driving or vehicle games (racing, ramping, two-wheeling, etc)
3. The “owner” will bear all liability and legal responsibility for the drivers and passengers of their cart.
4. The “owner” will bear all responsibility to understand and abide by the Golf Cart/UTV Policy and Rules.
5. The “owner” will bear all responsibility for any damages incurred to their cart/UTV, or property (vehicles) of others on the campgrounds, or Campground property and grounds while in operation.

Prohibited Areas & Other Rules

1. Carts may cross the sidewalk between girls and boys dorms, but absolutely no carts allowed on the sidewalks.
2. The Courtyard is a prohibited area. The Courtyard shall be defined by the area roped off or otherwise posted: (east side of the tabernacle to the north side of cafeteria to the west side of workers dorms, north to Leadership Building and up to the edge of parking). A map designating the prohibited area will be provided to all approved drivers.
3. If for any reason you are found operating the vehicle in a reckless or destructive manner (at the full discretion of Camp Security Team and/or Camp Executive Team), your driving privileges will be revoked for the remainder of the week.
4. If you are found operating the vehicle in a Prohibited Area, you will be warned only once. Any additional offense, and your driving privileges will be revoked for the remainder of the week. If said driver was operating their personal vehicle, the Camp Executive Team (including Camp Administrator) has the authority to suspend further operation of the vehicle and will render it unauthorized for the remainder of the week.
5. If unauthorized vehicle is found on the campgrounds, the owner will be politely asked to do one of the following:
 - a. Seek approval from Camp Executive Team (considering they are working as staff)
 - b. Suspend any further operation of the vehicle (permanently parked, trailered, etc)
 - c. Or in some cases and at the discretion of Camp Executive Team, remove their vehicle from the campgrounds.
6. Only exceptions to operating in a Prohibited Area:
 - a. Before or after camp only, a driver is transporting materials or supplies which are too large or heavy to transport on their own. Drivers are to avoid this as much as possible and should have valid reason

to do so. Absolutely no driving in Prohibited areas during camps.

- b. Handicap cases.
- c. A medical emergency.
- d. Camp Caretaker (only in order to complete a job requiring they drive in the prohibited area).

DISTRICT WEB PAGE: www.upciok.org

The Oklahoma District Web Page is maintained by a District appointed Webmaster. District departmental officials along with Sectional Presbyters submit dates and events to the Webmaster and update information as changes occur or additional activities are approved by the District Board.

The purpose of the website is to provide informative and interactive tools for the ministers and saints of Oklahoma churches. The website has a page assigned for each of the seven sections and each of the departments of the District, as well as much more information that would be helpful to the constituency.

Some have chosen to submit the name and address information of the leaders of their sections and departments. Listing this information on their sectional or departmental pages makes it easy for people to know the dates and locations of events.

All information to be posted should be sent to the webmaster.

DISTRICT COMMUNICATIONS/SOCIAL MEDIA

The Oklahoma District Communications/Social Media aims to increase awareness of what God is doing in this state through various channels including social media. Through these channels, the District strives to encourage the church body as well as minister to the community as a whole. With new technology comes new opportunities to share the Gospel with individuals near and far who have never heard or experienced the love of Jesus Christ. Coupled with what individual members, pastors and churches do in their cities, the District's communication effort can go beyond to reach Oklahoma.

The Oklahoma District maintains a social media presence on Facebook and Twitter. These accounts are maintained by our

District Communications Coordinator, utilizing announcements and information provided by district department leaders. District departmental officials along with Sectional Presbyters submit dates and events to the Communications Director.

DESIGNATED YEARLY DISTRICT EVENTS

In addition to the monthly Sectional meetings for which the first Friday of each month is reserved, the Oklahoma District has annual District events. We encourage ministers to promote and attend these events.

1. Monthly Sectional Meetings – The first Friday night of each month is reserved for Sectional meetings.
2. Oklahoma Ministers' & Wives' Retreat - held during February
3. Sectional Business Meetings - held during March biennially
4. Oklahoma Departmental Planning Meeting - held during January
5. Oklahoma District Conference - held during March
6. Family Ministries Retreat - usually held in April
7. ManPower Saturday at Campgrounds - held in May
8. Camp Ground Clean-Up Day - held in May
9. Children's Ministry Crusader's Camp – held first full week of June (Mon-Thurs)
10. Junior High Youth Camp - second full week of June (Mon-Thurs)
11. Senior High Youth Camp - third full week of June (Mon-Fri)
12. Hyphen Camp – third full week of June (Mon-Fri)
13. Camp Meeting – second full week of July
14. Spanish Camp Meeting – held in late July

15. North American Missions GROW Seminar - held in late summer
16. "Between Us" Ministers Wives & Lady Ministers Retreat – held in August
17. Men's Conference - held in September
18. Children's Ministry Seminar - held in October
19. Ladies' Conference - held in November
20. Oklahoma Youth Convention - held after Christmas in December
21. Prayer Meetings - Sectional Prayer Meeting held on the first Friday in May, and a District Day of Prayer held in May.
22. NEXTGEN Leaders LIVE Events – held in both the Spring and the Fall
23. NEXTGEN Leaders Grounded Conversations – held in both the Spring and the Fall at various places across the district.

SECTIONAL PRESBYTERS & SECRETARIES

Section One Presbyter

Rev. Micah Wisdom
32090 E. 747 Rd.
Wagoner, OK 74467
918.407.2308
micahwisdom@gmail.com

Section One Secretary

Rev. Dennis Nance
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denandtif@gmail.com

Section Two Presbyter

Rev. Brian Fuller
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405.238.8475
fuller@brightok.net

Section Two Secretary

Rev. Phillip Vinson
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Section Three Presbyter

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918.284.5001
davidshatwell@yahoo.com

Section Three Secretary

Rev. Vance Bowman
9 Cherokee St.
Shawnee, OK 74801
405.206.2812
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Section Four Presbyter

Rev. Derek Hanson
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918.840.6468
checotahpastor@gmail.com

Section Four Secretary

Rev. Benjamin Pollock
221 Randall Rd.
Broken Bow, OK 74728
580.236.4572
bpollock82@gmail.com

Section Five Presbyter

Rev. Daniel Johnson
21560 CR 1560
Stonewall, OK 74871
580.310.5980
djohnson61@att.net

Section Five Secretary

Rev. Joel Roach
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Madill, OK 73446
580.277.1377
joelray@gmail.com

Section Six Presbyter

Rev. Kevin Borders
2908 Highland Glen
Norman, OK 73069
405.412.1067
kevden@aol.com

Section Six Secretary

Rev. Randall Hughes
12504 N.W. 3rd Place
Yukon, OK 73099
405.264.3577
rdh@godglorified.com

Section Seven Presbyter

Rev. Randal Pitts
515 Alice Dr.
Duncan, OK 73533
580.656.8863
rpjp61@hotmail.com

Section Seven Secretary

Rev. Jessie Musick
1536 Neptune Dr.
Clinton, OK 73601
580.309.2810
jessiemusick.jm@gmail.com

DISTRICT COMMITTEES

NORTH AMERICAN MISSIONS

Rev. Shawn Phillips, Director
Rev. Rob Wyatt, Secretary
Rev. Rick Phillips, Section 1
Rev. Paul Fuller, Section 2
Rev. Seth Shephard, Section 3
Rev. Ronnie Jones, Section 4
Rev. Bill Tittsworth, Section 5
Rev. Jonathan Horner, Section 6
Rev. Michael Bierdeman, Section 7

CHILDREN'S MINISTRY

Rev. Jonathan Robidoux, Director
Rev. Kevin Neil, Secretary
Rev. Bryan Stevenson, Section 1
Vacant, Section 2
Rev. Darin Smith, Section 3
Rev. Joel Price, Section 4
Rev. Josh Riley, Section 5
Rev. Randal Manley, Section 6
Rev. Mark Reuter, Section 7

LADIES CONFERENCE

Kala Martin, Director
Pebble Wisdom, Secretary
Cindy Hart
Valeria Hughes
VeNisa Hanson
Dorinda Shatwell
Linda Short

LADIES MINISTRIES

Cindy Hart, President
Donna Fuller, Secretary
Shelly Steddum, Section 1
Jessica Holt, Section 2
Amber Christian, Section 3
LeeAnn Stewart, Section 4
Susie Johnson, Section 5
Stephanie Sharp, Section 6
JoAnn Pitts, Section 7

YOUTH

Rev. Jeremy Hart, President
Rev. Nathaniel Cole, Secretary
Rev. Ryan Jones, Section 1
Rev. Colin Neil, Section 2
Rev. Chase Foutch, Section 3
Rev. Christian Hanson, Section 4
Rev. Mark Stacy II, Section 5
Rev. Josh Pachucki, Section 6
Rev. Jarrett Wright, Section 7

MEN'S MINISTRY

Rev. Dennis Steddum, Director
Rev. William Monden, Sr., Secretary
Rev. Matthew Humphries, Section 1
Rev. Colby Peters, Section 2
Rev. Justin Monks, Section 3
Rev. Terry Williams, Section 4
Rev. Donnie Burkhead, Section 5
Vacant, Section 6
Rev. Ron Litke, Section 7

EVANGELIST DIRECTORY

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Mark Stacy, II
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Purcell, OK 73080
405.249.0516
Markstacy4christos@gmail.com

LICENSED MINISTERS & CHURCH DIRECTORY LINK

For directory information for Oklahoma licensed ministers and churches, the following link will direct to the district's Breeze church management software. <https://OKUPCI.breezechms.com>

Address/Phone Change Form

The following form is to be submitted to the Oklahoma District Secretary when a minister or church has a change of address or phone number. The District Secretary will update the district database in Breeze.

Ministers are also reminded to fill out the form located in their UPCI Directory and mail it to Headquarters.

MAIL THE FORM BELOW TO:

**Rick A. Hughes
Oklahoma District Secretary
P.O. Box 447
Henryetta, OK 74437**

.....(tear off).....

(Please print the information below with the changes)

Minister's Name: _____

Minister's Home Address: _____

City: _____ OK, Zip Code: _____

Home Phone: (_____) _____

E-mail Address: _____

(Fill out this portion when change applies to the church)

Church Name: _____

Church Address: _____

City: _____ OK, Zip Code: _____

Church Phone: (_____) _____

Fax Number: (_____) _____