

This document was not designed to be punitive but rather, a tool to move to the next level in the service of the Lord. It is within the pursuit of excellence that this document was created.



The Church of God by Faith, Inc.

District Elder
Performance Standards
and Evaluation Tools

Bishop James E. McKnight, Jr.
Presiding Bishop

Ruling Elder James E. Williams
Executive Secretary

Ruling Elder Horace N. Turner
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KEY ROLES, DUTIES AND RESPONSIBILITIES OF THE DISTRICT ELDER

Background and Ritual Support

According to our 2023 9th Edition Ritual, “District elders shall be appointed by the Executive Council at the General Assembly to serve two (2) year terms. District elders shall be evaluated at the end of each term by the Executive Council according to the District Elders Performance Standards. District elders may be re-appointed to their assigned districts, or changes may be made in the best interest of the district and the church at large” (page 34).

The District Elder shall abide by and enforce the by-laws, policies, and Ritual of the Church of God by Faith, Inc. He shall be ex-officio, chairperson of the District Board, and member, ex-officio to all the boards on the district. He shall have the right to call special board meetings whenever he deems it necessary. He shall have the right to sit in on any and all board meetings. He may suggest or recommend to the Board but should not legislate or set aside the ruling of any board unless proven unscriptural or impractical. These policies were drawn from the (COGBF Ritual; pages 56-58).

1. Do you engage in the ongoing study of the Word to show thyself approved unto God?

- 2023 Ritual Pages 23, 42, 48, 51, 57, 164, 172, 179
- 2023 Governing Instruments Pages 12, 13, 15, 63

2. Do you attend all national conventions and required meetings?

- 2023 Governing Instruments Pages 62, 76

3. Do you live a moral life according to the Holy Scriptures?

- 2023 Ritual Pages 29, 43, 51, 56, 66, 76, 92
- 2023 Governing Instruments Page 76

4. Do you address moral issues that may arise among your district leaders in a timely manner?

- 2023 Ritual Pages 29, 43, 51, 56, 66, 76, 92
- 2023 Governing Instruments Page 76

5. Is your district operating in alignment with all COGBF governing procedures?

- 2023 Ritual and 2023 Governing Instruments

6. Have you visited each church on your district at least twice during the year?

- 2023 Ritual Page 57
- 2023 Governing Instruments Page 76

- 7. Is every church on your district in compliance with the COGBF system of internal controls?**
 - 2023 Governing Instruments Pages 25 -36
- 8. Have you reviewed the annual financial reports and know the spiritual health of each church on the district?**
 - 2023 Governing Instruments Page 76
- 9. Do you ensure that a comprehensive evaluation of each local church is completed and filed every two years?**
- 10. Do you ensure that each local church remits its apportionments monthly?**
 - 2023 Ritual Page 79
 - 2023 Governing Instruments Page 69
- 11. Do you assure that 1/3 of all monies reported and raised for the quarterly meeting (except for the district elder's offering) is sent to the national office no later than 10 days after each district meeting?**
 - 2023 Governing Instruments Page 77
- 12. Have you signed any contracts, leases, mortgages, or documents in the name of COGBF?**
 - 2023 Ritual Page 47
 - 2023 Governing Instruments Page 78
- 13. Have you used any church property as collateral?**
 - 2023 Ritual Page 47
 - 2023 Governing Instruments Page 78
- 14. Have you mingled any of your personal financial affairs with any of the financial affairs of COGBF?**
 - 2023 Governing Instruments Pages 25-36
- 15. Have you made any salary or appreciation demands on the district?**
 - 2023 Governing Instruments Page 78
- 16. Have you used any district funds without the expressed consent of the district governing board?**
 - 2023 Ritual Pages 45, 47
 - 2023 Governing Instruments Page 78

17. Have you or your district assigned any local church a district budget higher than its National Church apportionment?

- 2023 Governing Instruments Page 79

18. How many active Vision Partners are currently on your district?

- 2023 Governing Instruments:

19. _____ of our _____ churches have an on-demand account.

- 2023 Governing Instruments Pages 133 - 134

20. Are you in compliance with all the guidelines for District Elders described in the By-laws of the Church of God by Faith, Article IV, Section 8?

- 2023 Ritual Pages 56-58

COGBF District Elder Performance Standard Assessment Instrument

Name of District

Superintendent's Name

Email Address

Phone Number

Policy	Policy Standard Description	Yes	No
1.	Do you engage in the ongoing study of the Word to show thyself approved unto God?		
2.	Do you attend all national conventions and required meetings?		
3.	Do you live a moral life according to the Holy Scriptures?		
4.	Do you address moral issues that may arise among your district leaders in a timely manner?		
5.	Is your district operating in alignment with all COGBF governing procedures?		
6.	Have you visited each church on your district at least twice during the year?		
7.	Is every church on your district in compliance with the COGBF system of internal controls?		
8.	Have you reviewed the annual financial reports and know the spiritual health of each church on the district?		
9.	Do you ensure that a comprehensive evaluation of each local church is completed and filed every two years?		
10.	Do you ensure that each local church remits its apportionments monthly?		
11.	Do you assure that 1/3 of all monies reported and raised for the quarterly meeting, (except for the district elder's offering) is sent to the National Office no later than 10 days after each district meeting?		
12.	Have you signed any contracts, leases, mortgages, or documents in the name of COGBF?		
13.	Have you used any church property as collateral?		
14.	Have you mingled any of your personal financial affairs with any of the financial affairs of COGBF?		
15.	Have you made any salary or appreciation demands on the district?		
16.	Have you used any district funds without the expressed consent of the district governing board?		
17.	Have you or your district assigned any local church a district budget higher than its National Church apportionment?		
18.	How many active Vision Partners are currently on your district?		
19.	_____ of our _____ churches have an on-demand account.		
20.	How much time do you spend on social media?		
21.	Has your social media engagement promoted the kingdom or yourself?		
22.	Are you in compliance with all the guidelines for District Elders described in the Bylaws of the Church of God by Faith, Article III, Section 8?		

Superintendent's Signature

Date: _____

Form: DEPS 10/2024

Church of God by Faith, Inc. District Elder Church Visitation Report

District Elder: _____

District: _____

Names of the Churches You Visited

Number of visits last year

Number of visits this year

Form: CVR 10/2024

Church of God by Faith District Out-of-Compliance Report (DOCR)

Name of District: _____

Review Location: _____

District Elder: _____

Email: _____

Cell Phone: _____

Home Phone: _____

Reviewed By: _____

Date: _____/_____/_____

Reviewer Email: _____

Reviewer Phone Number: _____

Policy Number	Description of Problem Area	Completion Deadline	
_____	_____	_____	Days
_____	_____	_____	Days
_____	_____	_____	Days
_____	_____	_____	Days
_____	_____	_____	Days

District Elder Signature: _____

Reviewer Signature: _____

Policy Number	Second Review of Problem Areas	Sanctions
_____	_____	_____
_____	_____	_____
_____	_____	_____