

Glossary of Key Terms and Acronyms:

All ¶ citations are from the 2016 Book of Discipline

Appointment	The position, church, or charge to which clergy are assigned to serve. Appointments are made by the bishop under the advisement of the Cabinet. ¶428
Apportionment	An annual amount assigned to a local church, annual conference, or other United Methodist body by a proper church authority to be raised as its share of a church fund. The formula to calculate the amount owed by each local church is approved by CF&A. In GNJ we refer to these as Shared Ministries . ¶247.14 ¶812
Annual Conference	The annual business meeting of the Eastern Pennsylvania Annual Conference. This is when legislation is discussed and voted on, as well as when new clergy are approved, commissioned, and ordained. All clergy are required to attend and an elected lay member is sent from each local church for representation. ¶¶601-657.
Associate Member	Clergy age 40 or over who have completed specific education requirements and have been approved by the conference BOOM and clergy session. Associate members are not ordained, but are available for full-time service and are assured an appointment within the annual conference. ¶¶321-323.
Bishop	The Episcopal leader of each conference. Elected by Jurisdictional Conference from among the elders. ¶¶45 – 54. ¶401.
BOOM	Board of Ordained Ministry. The body that enlists, recruits, and guides ministerial leaders and candidates for ordained ministry through the process. ¶635, responsibilities ¶635.2.
Breakthrough	A resource designed to provide easy to use worship series and best practices for EPA & GNJ congregations to help re-tune worship and reduce time preparing the details too allow focus on preaching the gospel. Breakthrough provides all liturgies needed for bulletins, creative graphics and videos, music suggestions, sermon starters, and more.
Cabinet	The meeting of the Bishop and the District Superintendents. ¶424
CF&A	Council on Finance & Administration develops, maintains, and administers a comprehensive and coordinated plan of fiscal and administrative policies, procedures, and management services for the annual conference. They protect the church in legal issues, gather and analyze statistics, act as trustee for assets, and maintain the insurance programs for local churches. ¶¶611-619

Glossary of Key Terms and Acronyms:

All ¶ citations are from the 2016 Book of Discipline

Chancellor	Or conference chancellor, this is the attorney that handles legal work for the annual conference. ¶603.8
Charge	One or more churches to which an ordained or licensed minister is appointed by the bishop.
Charge/Church Conference	The annual meeting of members of the local church called by the superintendent for the purpose of electing officers, reporting, approving pastoral compensation, and conducting other church business. A Special Church/Charge Conference may be called by a District Superintendent if needed to address business or elect new officers between annual meetings of the church conference.
Church Council	Or: Administrative Board, Ad Council, or Leadership Team. The church council plans and implements the program of mission and ministry for the local church. It also functions as the administrative agency of the local church. ¶252
Circuit Leader	District representatives, usually full elders, who serve as extensions of the district office to encourage vitality in congregations. Primary duties include presiding over church/charge conferences, coaching clergy, leading PaCE groups, and providing training.
Certified Lay Minister (CLM)	A lay person called and equipped to serve as assigned by a district superintendent. ¶268
Clergy Coaching	Is a resource that helps clergy lead a congregation towards greater vitality. A coach walks beside clergy to assist in achieving leadership goals and action plans. A season of coaching generally takes place over an eight-month period and can be comprised of eight one-hour sessions, or sixteen half-hour sessions.
Cokesbury	The United Methodist bookstore and church supply house
Commissioning	Commissioning is a step in the process leading to ordination in which the church publicly acknowledges God's call and the response, talents, and training of a candidate for ministry. Commissioned ministers are provisional clergy members of the annual conference. ¶325
Connectional Table	"Connectionalism" is a basic principle of the United Methodist Church, the idea that all leaders and congregations are connected in a network of loyalties and commitments. The Connectional Table of GNJ consists of all chairpersons or presidents of the conference agencies, the conference secretary, and the staff executive team.

Glossary of Key Terms and Acronyms:

All ¶ citations are from the 2016 Book of Discipline

COSROW	Committee on the Status and Role of Women; advocate for the full participation of women in the life of the church.
Course of Study (CoS)	A program of studies for local pastors prescribed by GBHEM's Division of Ordained Ministry. ¶1421.3b Full time local pastors have 8 years and part time local pastors have twelve years to complete the course of study. ¶319.3
CRSP	Clergy Retirement Security Program; the pension plan for clergy. ¶1506
Deacon	An ordained clergyperson in full connection with the annual conference. He or she has authority to teach and proclaim God's Word, to lead in worship, to assist elders in administration of the sacraments, to perform marriage ceremonies (where laws of the state permit), and to bury the dead. ¶¶139, 328-331
DBCLB	District Board of Church Location and Building. Within each district, this board is responsible for the review and approval of local church lease agreements, sale and mortgage of property, any building, renovation, and acquisition plans. ¶2520
DCOM	District Committee on Ordained Ministry. Within each district, this committee is responsible for supervising and guiding candidates for ordained ministry. These district committees function as subcommittees of BOOM. ¶635.1g
Discipline	<i>The Book of Discipline of The United Methodist Church</i> outlines denominational law, doctrine, administration, organizational work, and procedures. These may be adopted, amended, or discarded during the meeting of the General Conference. An updated version of the Discipline is printed every four years.
District	A regional grouping of churches within the annual conference, each led by a district superintendent.
District Superintendent (DS)	An elder appointed by the bishop who oversees the ministry of a district's clergy and churches, provides spiritual and pastor leadership, and works with the bishop and the other superintendents (the Cabinet) on the appointment of clergy. District superintendents usually serve for six year terms but can be extended to serve up to eight years. ¶¶53, 417-421
Elder	• An ordained clergyperson in full connection with the annual conference. He or she is authorized to preach and teach God's word, to administer the sacraments of Holy Baptism and Holy Communion, and to order the life of the church for mission and ministry. ¶¶139, 332-344

Glossary of Key Terms and Acronyms:

All ¶ citations are from the 2016 Book of Discipline

EZRA	The general church statistical reporting system. Each local church must submit an annual statistical report each year; the information submitted through this system is used to calculate Shared Ministry payments and track congregational vitality for each local church.
Five Markers of Vitality	See Vitality Markers .
GBCS	General Board of Church & Society ¶¶1001-1011 Conference Board of Church & Society ¶629
GBOD	General Board of Discipleship ¶¶1001-1126 Conference Board of Discipleship ¶629
GBGM	General Board of Global Ministries ¶¶1301-1315 Conference Board of Global Ministries ¶633
GBHEM	General Board of Higher Education Ministries ¶¶1401-1423 Conference Board of Higher Education Ministries ¶634
GBPHB	General Board of Pension and Health Benefits ¶¶1501-1509 Conference Board of Pensions ¶639
GCF&A	General Committee on Finance & Administration ¶¶801-824 See CF&A .
GCORR	General Commission on Religion and Race ¶¶2001-2008 Conference Commission on Religion and Race ¶643
General Conference	A meeting of the global Church which occurs every four years. This is where changes to <i>The Book of Discipline</i> can be made. ¶¶8, 13-22, 501-511
GNJAC	Greater New Jersey Annual Conference. (This is us!) We are a division of the Northeast Jurisdiction of the General Conference.
IGNITE	Is a movement with a purpose to IGNITE the faith of the next generation of followers of Jesus Christ through life-changing worship, relevant teachings and authentic community. Students from grades 6-12 from around the region will gather in Wildwoods, NJ to learn about God's calling on their lives and go deeper in their faith journey.
Itinerancy	A system of rotating ministers. In the United Methodist Church, clergy are appointed to their charges by the bishop and are expected to accept such appointments. Over the course of a career, clergy are moved around based on their gifts and graces, as well as the needs and best interests of the charges.

Glossary of Key Terms and Acronyms:

All ¶ citations are from the 2016 Book of Discipline

Journal	A records of the meeting of the annual conference; includes a directory of clergy, lay leadership, and local churches.
Jurisdictional Conference	The Jurisdictional meeting of the church (for us, the Northeast Jurisdiction) which occurs every four years. An important function of the Jurisdictional Conference is to elect bishops.
Laity	Members of the congregation; literally "people of God." May also be referred to as "lay people" or a "lay person."
Lay Member to Annual Conference	The lay person elected to represent the local church at annual conference.
Lay Member At Large	This person equalizes the representation of Lay Members and Clergy at Annual Conference. For every clergy serving churches, there needs to be one lay member. Because there are retired clergy, and non-appointed clergy, the lay members-at-large are selected to balance the voting, so that for every clergy, there is a lay member.
Lay Servant	A Basic Lay Servant shall serve the local church in which membership is held through ministries of leading, caring and communicating. The Advanced Lay Servant (must be a Basic first) can serve the conference in local churches other than the church where membership is held.
Local Pastor	A non-ordained clergy member approved by the district and licensed by the Bishop to perform pastoral duties, including the Sacraments. Local pastors are authorized to perform these duties ONLY in the church or charge to which they have been appointed.
Mission U	Mission U is for those looking for in depth spiritual formation, dialogue, reflection and study and is co-sponsored by The UMC of Greater New Jersey and the GNJ United Methodist Women. The Cooperative School of Christian Mission is for all -women, men, youth, children, & pastors.
Parsonage	A house provided to clergy by the local church. Alternately a church may provide a housing allowance rather than a parsonage.
PPRC	Pastor Parish Relations Committee. See SPRC below.
Presiding Elder	An elder in full connection authorized by the district superintendent to preside over a meeting whether an annual or special charge/church conference.
Sacraments	A religious ceremony or ritual regarded as imparting divine grace. The United Methodist Church recognizes two sacraments: Baptism and Holy Communion.

Glossary of Key Terms and Acronyms:

All ¶ citations are from the 2016 Book of Discipline

Special Church/Charge Conference	See Charge/Church Conference above.
SPRC	Staff Parish Relations Committee; this is the personnel committee of the local church. The SPRC plays a vital role in the evaluation of all church staff and building a strong positive relationship between the staff and the congregation. When there is a conflict or issue between pastor and congregation, the SPRC is the committee responsible for addressing that conflict.
Stewardship Foundation	Offers local church congregations resources that include tools to develop endowments, advice on managing reserve funds, support for encouraging planned giving, and ideas for creating stewardship campaigns.
Tithe/tithing	The giving of 10%
Trustees	The board that oversees the property of the local church. There are also trustees who oversee the district parsonages.
UMC	United Methodist Church
UMCOR	United Methodist Committee on Relief
UMDF	United Methodist Development Fund
UMF	United Methodist Foundation
UMM	United Methodist Men
UMPIP	United Methodist Personal Investment Plan; the program for personal contribution to pension for clergy and staff. Eligibility depends on clergy status.
UMVIM	United Methodist Volunteers in Mission
UMW	United Methodist Women
UMYF	United Methodist Youth Fellowship
VBS	Vacation Bible School
Vitality Markers	Worship Attendance Professions of Faith People in Small Groups People in Hands on Mission Giving to Mission (Stewardship)