



# **Campers on Mission Manual**

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at National Rally in Rayne, Louisiana

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at National Rally in Aiken, South Carolina

Campers On Mission is a 501(C)3 organization

## Acknowledgement

The original manual was prepared by Wintford and Martha Haynes when they were serving as the National Campers on Mission Coordinators with NAMB from 1998 - 2010. In 2012, the manual was adopted by the Regional Representatives and the National Coordinator with revisions to accommodate organizational changes made in 2011 by the North American Mission Board (NAMB) of the Southern Baptist Convention (SBC) and Campers on Mission. The latest revision was in 2025.

## Foreword

Campers on Mission (COM) is a national fellowship of evangelical Christian campers who look for opportunities to share their faith and love of Jesus Christ through their participation in mission activities while camping.

Two characteristics of COMers (Campers on Mission members) are a love of the great outdoors and a love of sharing Jesus. These Christian campers are active members of local churches and have taken the Great Commission seriously. While enjoying the camping experience, they participate in mission projects including but not limited to church planting, construction, disaster recovery/rebuild, Backyard Bible Clubs, fairs, festivals, campgrounds, auto racing, parades, and truck stop ministries while engaging in opportunities to tell others about Jesus.

COMers share Christ *as we go* on travels across the United States. COMers are “On Mission” assisting churches, ministries, and associations in a variety of mission projects to help reach the local communities with the gospel of Christ. COMers “*on mission*” Christians, sharing Christ through word and deed “*as we go*”.

This manual was adopted by the autonomous COM chapters to allow them to function cohesively and effectively as they reach the lost and focus their mission work at the point of need.

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# NATIONAL CAMPERS ON MISSION STATEMENT OF FAITH

These core beliefs make up the foundation upon which all our ministry endeavors are based.

- 1. We believe the Bible to be the inspired infallible word of God.** 1 Thes 2:13; 2 Tim 3:15-17.
- 2. We Believe there is one God, eternally existent in three persons, Father, Son, and Holy Spirit.** Matt 28:19; Eph 4:4-6.
- 3. We believe in the deity of the Lord Jesus Christ, His virgin birth, sinless life, death and the shedding of His Blood in sacrifice for our sins. His resurrection from the tomb on the third day and ascension to Heaven to sit at the right hand of God the Father. We believe in His return to establish His Kingdom in power and glory.** Matt 1:23; John 1:1-4, 29; Acts 1:11, 2:22-24; Rom 8:34; 1 Cor 15:3-4; 2 Cor 5:21; Phil 2:5-11; Heb 1:1-4; 4:15.
- 4. We believe that all people who do not trust Jesus Christ as their savior are lost and face the judgment of God, that Jesus Christ is the only way to salvation and that repentance of sin and faith in Jesus Christ is the only way to regeneration and salvation.** Luke 24:46-47; John 14:6; Acts 4:12; Rom 3:23; Rom 6:23; 2 Cor 5:10-11; Eph 1:17; 2:8-9; Titus 3:4-7.
- 5. We believe in the present ministry of the Holy Spirit whose indwelling enables the Christian to live a godly life,** John 3:5-8; Acts 1:8, 4:31; Rom 8:9; 1 Cor 2:14; Gal 5:16-18; Eph 6:12; Col 2:6-10.
- 6. We believe in the resurrection of both the saved and the lost, the saved into eternal life with Jesus in the New Jerusalem and the lost to eternal damnation and punishment.** 1 Cor 15:51-57; Rev 20:11-15; Rev 22:11-15.
- 7. We believe in the Lord Jesus Christ, the spiritual unity of believers and that true believers are members of His body, the Church.** 1 Cor 12:12, 27; Eph 1:22-23.
- 8. We believe that Evangelism (sharing and proclaiming the message of salvation is only possible by grace through faith in Jesus Christ) and discipleship (helping followers of Christ grow up into maturity in Christ) is the responsibility of all followers of Jesus Christ,** Matt 28:18-20; Acts 1:8; Rom 10:9-15; 1 Pet 3:15.
- 9. We believe that God created each person as male or female. These two distinct, unchangeable genders together reflect the image and nature of God. The rejection of one's biological gender is a rejection of the image of God within that person. We believe that God's plan for human sexuality is to be expressed only within the context of marriage, that God created man and woman as unique biological persons made to complete each other. We believe that any other type of sexual activity, identity, or expression that lies outside of this definition of marriage, including those that are becoming more accepted in the culture and the courts, are contradictory to God's natural design and purpose for sexual activity. God instituted monogamous marriage between male and female as the foundation of the family and the basic structure of human society. For this reason, we believe that marriage is exclusively the union of one genetic male and one genetic female.** Gen 1:26-27, 2:24, 19:5; Lev 18:1-30; Matt 19:5-6; Mark 10:6-9; Rom 1:26-29; 1 Cor 5:1, 6:9-10; 1 Thes 4:1-8; Heb 13:4.
- 10. We believe that we must dedicate ourselves to prayer, to the service of our Lord, to His authority over our lives and to the ministry of evangelism.** Matt 9:35-38, 22:37-39, 28:18-20; Acts 1:8; Rom 10:9-15, 12:20-21; Gal 6:10; Col 2:6-10; 1 Pet 3:15.

**11. We believe that human life is sacred from conception to its natural end and that we must have concern for the physical and spiritual needs of our fellow man. We believe that children are a blessing from God and must be absolutely protected from any form of abuse or molestation.** Ps 127:3-5, 139:13; Isa 49:1; Jer 1:5; Matt 18:6, 19:14, 22:37-39; Mark 10:14; Rom 12:20-21; Gal 6:10.

## **CHAPTER 1 – GENERAL INFORMATION**

### **What is Campers on Mission?**

Campers on Mission is a national fellowship of individual evangelical Christian campers who volunteer to share their faith and the love of Jesus while camping and/or participating in mission activities.

#### History

The original idea for COM started in the early 60's. Some of the charter members were working at Caraway Campground near Asheboro, NC. They worked with Bill Jackson, the first director of Caraway. Russell Willis camped at Caraway during the 60's and remembered the campground as being one big field. By 1965, campsites were set up under the trees, with randomly placed electric and water connections. The bath house was convenient to all sites and a dumping place was available for self-contained units. Organized Family Camping Weekends at Caraway campground had been started by 1970. There were two weekends each in the spring and fall. These were sponsored by the Church Extension Department, directed by Ernest Upchurch, and the Brotherhood Department with Ed Bullock.

In 1971, the Sunday School & Home Mission Boards, led by Joel Land, did a study on RVing. He wrote articles for the Baptist newspapers of several states including the *Alabama Baptist* newspaper. The articles invited people with campers to an organizational meeting of the National Campers on Mission on May 19-21, 1972, in Kentucky. The stated objective of the national organizational meeting was "to bear witness to the saving power of Jesus Christ, to communicate through word and deed to the good life in Christ, and to be genuine and sensitive in our relations with other people." The initial ministries were resort/campground ministries, lending a helping hand in setting up camp, doing day camps, backyard Bible Clubs, VBS, etc.

One hundred one families from across the country attended the Kentucky meeting at Rushing Creek Campground, Land between the Lakes. The camping fee, including electricity, was an astronomical \$2.25 per day! Campers on Mission was organized through the cooperation of the Home Mission Board of the Southern Baptist Convention and the Church Recreation Department of the Sunday School Board. Until July 1997, Campers on Mission was sponsored by the Special Ministries Department of HMB

Many of the early campers were not retired and did not have RV's. They camped in tents; others had small pop top tent campers. It wasn't until 1974, when the Knowltons from Montgomery, AL, joined that Alabama COM had its first retired couple with a RV. (*Ownning an RV or being retired still is not a requirement for membership. There are many mission*

*opportunities where you can stay in a tent, sleep in a church or in the facility where you are doing mission work.)*

## **Who can join Campers on Mission?**

Membership is open to all Bible-believing Christians who are active members in good standing in an evangelical church. There are many reasons to join Campers on Mission; a number of them are biblically based.

Matthew 6:19–21 states “Don’t store up for yourselves treasures on earth, where moth and rust destroy and where thieves break in and steal. But store up for yourselves treasures in heaven, where neither moth nor rust destroys, and where thieves don’t break in and steal. For where your treasure is, there your heart will be also (CSB).

Mathew 28:19 states “Go ye therefore, and teach all nations, baptizing them in the name of the Father, and of the Son, and of the Holy Ghost” (KJV).

Matthew 10:42, “If anyone gives even a cup of cold water to one of these my little ones because he is my disciple, I tell you the truth, he will certainly not lose his reward” (NIV).

Mathew 19:19, “... love your neighbor as yourself” (NLT).

Luke 10:25-37, Parable of the good Samaritan.

John 4:5-30, Jesus’ ministry to the woman at the well.

Acts 8:26-39, Phillip’s witness to the Ethiopian.

Acts 16:12-15, Paul’s ministry to Lydia.

Jesus commissioned believers to “go and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit” (Matthew 28:19, NIV).

Individuals select mission opportunities as they feel led. Some travel a little, others travel a lot. All members and officers are self-supported missionaries working without any expectation of reimbursements or income. They work on local, state, national and international projects.

In obedience to God’s command, Campers on Mission urges members to carry the gospel “as they go.” It is easy to see where the campers got the slogan: “As we Go!”. As long as a person’s focus is on working for Jesus, this is a great place to work independently or with others in trying to fulfill our great commission.

- If you enjoy camping and want an opportunity to combine that love with mission work, Campers On Mission is the place!
- If you would like to get your children involved with mission work and want to do it as a family, this is the place!
- If you would like to turn your vacation time into meaningful mission experiences, this is the place!
- If you are retired and want to give your life meaning and direction, this is the place!
- If you are retired and want to give back some of what the Lord has blessed you with, this is the place!
- If you want to see the mighty movement of the Lord, or if you just want to follow God’s instructions, this is the place!

Camping provides a great way for families to have the relaxation of a vacation and the satisfaction of a mission project. Campers on Mission also provides a great way for retired people to exercise their gifts for the kingdom of God. Whether you are working, retired, single, married, or just wanting to serve, we invite you to join us and be “On Mission with Jesus” “As You Go”. *Owning an RV is optional.*

## **How do I join Campers on Mission?**

Talk to an active COMer to get a feel for the organization. Then prayerfully ask the Lord if this is what He would have you do. Following His lead, submit an enrollment application form. Enrollment application is located at [www.campersonmission.org](http://www.campersonmission.org). You can also contact any active COMer to get a copy. The application must be submitted to the chapter president of the chapter you wish to join. Go to [www.campersonmission.org](http://www.campersonmission.org) to get the contact information for the local chapter president. Any active COMer can provide the chapter president’s name and contact information.

Once you join, you are a member of the specific chapter you joined, which also makes you a member of the National organization. You can participate with any chapter or all chapters within the organization. You may join more than one chapter. To stay on a chapter roll, you must be “actively participating” with that Campers on Mission chapter. The definition of “actively participating” is determined by the individual chapter by-laws and practices.

If you join more than one chapter, you must declare which chapter will be your “Home” chapter. Your Home Chapter should be the one in which you reside or, if you are a “full timer”, the one you spend the most time in or in which you file your federal taxes.

You may not hold office in any other chapter than the Home chapter.

## What does the Campers on Mission emblem mean?

The Campers on Mission emblem was designed to provide opportunities to witness about your faith in Jesus Christ.

### The design:

- A fish encircled by a compass, promotes conversation. The fish, an early Christian symbol, denotes personal acceptance of Jesus as Savior.
- The compass star symbolizes the expanse of God's creation and reminds members that, wherever they roam, God is present as they seek Him.
- The circle surrounding the design represents God's eternal existence and bountiful love for all people.
- Another benefit of the distinctive emblem is that members displaying it are easily identified by one another so they can join together in Christian fellowship as they go.
- Members are encouraged to wear the Campers on Mission shirt, vest, hat and/or jacket and to display the emblem on their vehicle during work projects and as they travel.



# The Campers on Mission song

## CAMPERS ON MISSION FOR JESUS

Alice Greenwood

1. As we tra-vel the high-ways and by-ways, through the fields white with har-vest we'll  
2. With the tal-ents God gave us we'll serve Him; we will la-bor be-fore it is  
3. We will be a bold wit-ness for Je-sus; ev'-ry day we'll pro-claim His great

go; in the strength of the Lord we will share His Word, and let glo-ry to God o-ver-  
night; and what-ev-er our hands find to do for God, we will do it with all of our  
love; we will tell of His mer-cy and grace so free, and the home He's pre-par-ing a-

flow.  
might.  
bove. We are camp-ers on mis-sion for Je-sus we are labor-ers with God here be-

low; and where-ev-er He leads we will fol-low. Shar-ing Christ, shar-ing Christ as we go.

©1986 by Alice Greenwood

How do I get involved with Campers on Mission Projects?

You have a number of options available. Some are listed below:

1. Contact the chapter presidents and chapter project coordinators in the geographical area and request information on projects in their chapter area.
2. Contact the regional representative in the region and ask about projects in the region.
3. Talk to each of the active Campers that you know.
4. Search locations such as:
  - a. The national Campers on Mission website at [www.campersonmission.org](http://www.campersonmission.org)
  - b. The COM chapter newsletters
  - c. The COM national newsletter
5. Once you identify an opportunity of interest, contact the project coordinator directly. Share your interest and learn about the mission needs. Make sure you understand their needs and expectations.
6. When you select a mission opportunity to pursue, contact the project coordinator or contact person and tell them when you will be arriving and when you will be leaving. Ask them what you need to bring. Work out any unanswered details.
7. If you have any changes in your plans, you need to let the project coordinator or contact person know immediately.

## **How can I get other COMers to help on a project?**

The other side of project involvement is identifying projects for others to work on. When you become aware of a ministry/mission need that seems to fit the Campers on Mission ministry, get information on the ministry/mission needs, the contact person's contact information, and their ability to provide RV sites or sleeping space for the volunteers. Share this information with chapter presidents, and project coordinators who will then go forward with the need you identified. It is our job to share the need; it is the Holy Spirit's job to supply the volunteers.

## **What types of ministries does Campers on Mission support?**

**Church planting** - by supporting the church and church planter - mentoring, being a prayer partner, being an accountability partner, ministering to the wife of the church planter, serving as a grandparent to the church planter's children, helping with budget planning, doing bookkeeping (help set up books and files), filling in as office staff (set up the office/files/create mailing lists/forms, etc.), assisting with forms and documents which need to be completed, setting up a website and keeping it current, creating calendars of events, providing marketing ideas and help with marketing, providing media ministry support for services and other activities, supporting the music ministry with instruments or by song, staffing the children's church, helping hold Vacation Bible Schools and BackYard Bible Clubs, helping hold outreach events like block parties, parades, social and community events, helping with door-to-door outreach, organizing and/or participating in prayer walking, providing support to college ministries, setting-up and tearing-down equipment, carrying out construction projects, helping with landscaping and maintenance work and being ready to do any other task needed.

**Campground Ministry** - by hosting campgrounds, holding worship services, entertainment, music, physical needs, spiritual needs, witnessing, scripture distribution, and recreational support.

**Evangelism** - by holding revivals, bible studies, vacation bible schools, backyard bible clubs, preaching, chaplaincy work and presenting the plan of salvation when applicable. Helping to arrange discipleship and outreach training locally.

**Youth Camps** - by cooking meals, counseling, teaching, entertaining, witnessing, maintaining camps, building facilities, hauling kids, maintaining discipline.

**Disaster Recovery** - by cooking meals, washing clothes, running shower trailers, communications, electrical work, cleanup work, childcare, chaplaincy or whatever is needed.

**Disaster Rebuild** - by site management, repairing, painting etc. for existing structures and facilities.

**Construction** - by building, renovating, repairing, maintaining, or adding on to existing structures or building new structures and facilities.

**Fairs** - by providing for the spiritual and physical needs of carnival workers and attendees. This includes working at the gates and buildings, entertainment, puppetry, magic, music, games, scripture distribution, witnessing, counseling, cooking, Bible games, clowning, distributing clothing and necessary items, and any other task needed.

**Special ministries** - such as resorts/tourist areas, raceways, hospitals, convalescent homes, elderly, shut-ins, widows, hospice, jails/prisons, flea markets, parades, festivals, Seamen's ministry, truck stops and any place there is a spiritual or physical need that God leads His campers to fill.

## **CHAPTER 2 - ORGANIZATION**

### **Primary Organizational Objective**

Our organizational structure is limited, flexible and solely mission and outreach oriented. We help members reach the lost for Jesus by helping them get involved in witnessing, evangelism, church planting and mission work. All of our activities focus on reaching the lost and helping others reach the lost.

### **Organizational Flow**

Below is a brief overview of how our organization functions, considering that each individual chapter is completely autonomous. Each chapter's members have the authority to modify their chapter's organizational structure and bylaws as required to make it function better. This manual does not override or supersede chapter bylaws. It covers the organizational structure of the collective chapters.

### **The Members**

The members of each autonomous chapter select and empower their chapter officers. This makes chapter membership the highest-level position held in our organization. (There is no level of organization between the individual members and God.)

It also makes the membership responsible for the quality of chapter officers. The chapter officers carry out the will of the membership. It is the members' responsibility to keep the chapter officers current with the needs of the membership. The membership and chapter officers are the heartbeat of our organization. They set the direction of each chapter in accordance with the chapter bylaws. There should always be an open line of communication between the membership and the chapter officers, and also between the membership and state liaison. This open line of communication also extends between chapters and regions.

## **Chapter Presidents**

The chapter presidents select and empower the regional representatives. The chapter presidents collectively have the responsibility to provide oversight and direction to the regional representatives and National organization.

All major organizational decisions that impact numerous chapters will be made by the chapter presidents collectively. They adopted this manual and will adopt subsequent policies to help keep our focus on the main objective of reaching the lost and helping others to reach the lost. While they may delegate specific decisions or responsibilities to an individual or a committee, they retain the oversight and direction responsibilities. For more details on their responsibilities, see the Campers on Mission bylaws in the back of this manual.

## **Other Local Chapter Officers**

For purposes of focus on National organizational guidance, other Local Chapter Officeholders shall be set forth by the Autonomous Local Chapters as defined in their respective Bylaws.

## **Lead President**

The lead president will be the chapter president that hosted the previous national rally. He\* will schedule and hold the presidents' meetings at least quarterly, so they can address the necessary organizational decisions. The lead president will prepare and distribute the meeting agenda one month prior to the meeting. He\* will also prepare and distribute meeting minutes to the attendees within one month after the meeting. A notebook of the past meeting minutes is to be kept and retained by the current lead president. If a lead president feels uncomfortable with these roles, he can delegate them as desired. For specific actions to be included on each president's meeting agenda see the Campers on Mission bylaws in the back of this manual.

It should be noted that vice-presidents, regional representatives, National Coordinator and others as invited, may attend the presidents' working meetings; however, only sitting

chapter presidents or the specifically delegated representatives of absent presidents have the authority to vote.

***\*Hereafter, “He, him” refers to the person, whether a man or a woman, male or female.***

## **State Convention Staff**

Most chapters function in cooperation with their SBC state convention. Each of these state conventions should have a person assigned the responsibility of liaison to the COM chapter. In some chapters, the liaison is also an active member of the Campers on Mission chapter. The closer the relationship, the better. It is recommended that the liaison be invited to participate in as many Campers on Mission functions as possible. At the national rallies, they are invited to attend the presidents’ luncheon, the presidents’ working meeting, the regional attendees’ meetings, and regional representatives’ meetings.

Each member and state officer should strive to make the liaison feel like part of the chapter. Frequent communications, sharing the chapter vision, invitations to chapter functions and offering to help when the liaison needs volunteers will help improve this relationship.

## **Regional Representatives**

Regional Representatives are the liaison between the National Coordinator and individual chapters in their region. They should effectively communicate pertinent information to campers so that the chapter officers and members can make the appropriate informed decisions. For more details on their responsibilities, see the Campers on Mission Bylaws in the back of this manual.

## **National Coordinator**

The National Coordinator’s primary functions are to serve as a national facilitator who initiates and supports communication between Campers on Mission regional and chapter representatives and supports/coordinates the efforts of the regional representatives. In addition, the Campers on Mission National Coordinator serves as the liaison for the Regional Representatives. Please note this position is one of communication and facilitating. It is a support role needing a strong, servant Christian with good communication and people skills. For more details on the responsibilities, see the Campers on Mission Bylaws in the back of this manual.

The bulk of the National Coordinator’s responsibility is in working with the Regional Representatives and helping with the national rallies. The Regional Representatives will do most of the heavy support work. The National Coordinator will be their coach and encourager, helping them to understand and carry out their responsibilities, while ensuring effective communications are consistent organization wide.

# **CHAPTER 3 - COMMUNICATION**

Communication is the lifeblood of an organization like Campers on Mission. The following methods of communication have been implemented to keep the membership informed of mission opportunities, prayer requests, organizational actions and mission successes.

Please get involved and submit information you feel should be shared with the membership to the appropriate newsletter editor or webmaster.

## **Chapter Newsletters**

Each chapter is encouraged to publish a chapter newsletter two or more times a year. It can be sent electronically to most of the membership, and at a nominal cost, by U.S. mail to the others.

Each chapter should send electronic copies of each of their newsletters to all Regional Representatives, their state convention liaison, the National Coordinator, the national newsletter editor and the national website webmaster. Chapters may choose to incorporate their chapter news into the national newsletter and should consider posting them on their state website which is located by a link on the National Campers on Mission website.

## **National Newsletters**

A quarterly national electronic newsletter was implemented at the June 2011 national rally. The presidents are responsible for distributing it to their membership. Each newsletter will be based on information submitted by the state chapters and the regional representatives. Additional individuals may feel led to submit information. At a minimum, each edition should include future rally information, mission opportunities, prayer requests, praise reports, and interesting information on new members or long-time campers. Any articles that will share opportunities, successes, better ways of doing business, or that are just plain interesting will be considered based on space available. This is the members' newsletter and should reflect their areas of interest. To make it happen, the editor needs their input.

The production schedule is-January, April, July, and October. To meet this schedule, your input is needed by mid- March, June, September, and December. Please set these dates on your calendar. Submit your information for the newsletter at: [campersonmission72@gmail.com](mailto:campersonmission72@gmail.com)

## **Chapter Website and Facebook Page**

Each chapter is encouraged to have a website and/or Facebook Page where they keep chapter information that is current and meaningful to the members and potential members. Each chapter can have an individual website within the national website. If the chapter prefers their separate website, a link to each of the chapter's websites is included on the national website. If they choose to only have a Facebook page, that can also be linked to the national website.

For the websites to be credible, all data must be current. Whenever a member sees obsolete data on one of the websites, they should immediately notify the appropriate webmaster and chapter president.

## **National Campers on Mission Website**

The National Campers on Mission website is located at: [www.campersonmission.org](http://www.campersonmission.org)

# **CHAPTER 4 - PRAISE REPORTS**

## **How to Praise the Lord through individual “Praise” Reports**

- *When a dozen campers with an average age in the mid-seventies move onto an empty site and leave a new church building three months later, it is God, not man.*
- *When campers work at a fair for two weeks and experience a hundred new salvations, it is God, not man.*
- *In church services, individuals give praise reports by sharing what God has done in their lives. As campers, we do the same thing. We give God the praise for the things He accomplishes through us, just as He desires.*
- *When others hear what He has done through us, it strengthens them and brings others into the kingdom of God. Can we do any less?*

We share praise reports in our newsletters, on our websites and Facebook page, with local and state associations, and with our local chapter. The more we share God's accomplishments, the more others will be strengthened. As they are strengthened, they will be encouraged to get more involved in doing God's work. Hearing praise reports may plant seeds so that others may plant some seeds and others may accept the Lord or even join Campers on Mission. If we do our best, God will use it for His benefit.

Each chapter should have its own praise report forms designed to meet their specific needs and desires for reporting God's accomplishments.

## **Annual Chapter Praise Reports**

Each year, the chapter will have one person responsible for summarizing the individual chapter praise reports into one Annual Chapter Praise Report. It is awesome to see just how much God has accomplished with a few Christians.

The Annual Chapter Praise Report should be shared with the chapter members as decided by the chapter officers. It can be distributed or shared at a chapter rally.

Each chapter shall establish the date its members are to submit their individual praise reports.

The Annual Chapter Praise Reports should be prepared and submitted to the national coordinator by March 1st each year.

## Annual National Praise Report

Each year, the national coordinator (in the absence of the national coordinator, the lead president) will take each chapter's Annual Chapter Praise Report and summarize them into an Annual National Praise Report. The task is to be completed prior to the National Rally each year and presented at the National Rally.

## Awards Programs

At the 2012 President's meeting, a national awards program was initiated to present awards for "Lifetime Achievements" and "Camper of the Year" to worthy COMers.

## Award Nominations

Nominations for the awards will be received by the national coordinator until March 1st each year. They may be submitted by chapter presidents, a committee within a chapter or a group of 10 or more individual COMers. Each chapter is encouraged to submit nominations.

**Lifetime Achievement Award** is limited to individuals/couples that have maintained a high level of effective COM participation over an extended period of time, at least 8 years or more. The recipient of the Lifetime Achievement Award is ineligible for the Camper of the Year award in the same year.

**The Camper of the Year Award** is limited to individuals/couples that completed exceptional tasks or participated at an exceptional level of **effective participation** over one of the last several years. The recipient of the Camper of the Year award is ineligible for the Lifetime Achievement Award in the same year.

**Effective participation:** Granted our objective is professions of faith, but solely focusing on the reapers excludes the efforts of those that planted and watered prior to the reaping. Hours alone without accomplishments do not equate to "effective participation". Because of the diversity of camper activities, there must be equitable consideration of all activities. The definition of "effective participation" may include a number of factors such as:

- Hours of participation
- Number of professions of faith
- Impact of mission effort on those being helped and other campers.
- Magnitude of the camper's sacrifice compared to the camper's ability to sacrifice.
- Consistency of sacrificial mission work – *is it a one-time thing or do they do it repeatedly?*
- Variety, innovation and diversity of mission activities while working on primary mission effort, or do they work on additional mission efforts during their spare time on the mission field?
- Promoting COM growth and organization

## **Recipient Selection Committee**

The award recipients will be selected by a committee of the regional representatives and the national coordinator.

## **Award Presentations**

When possible, the awards will be presented at a National Rally. When an award is not presented at the National Rally, the chapter president will make arrangements to have it properly presented.

## **Funding the Awards**

Each chapter is responsible for paying the expense of its awards.

# **CHAPTER 5 - Membership Roster**

## **Maintaining a current roster**

Each chapter maintains a current roster which includes all the new members and has deleted each of the members who are no longer actively participating. The chapter bylaws will spell out the definition for actively participating. There should be a listing of campers who are no longer able to participate, but want to stay informed of what is happening within the chapter. These former campers can become the chapter prayer warriors and/or ambassadors that dedicate many hours of prayer for the chapter and telling others about the chapter in an attempt to generate new members. The chapter president should see that their regional representative and National Coordinator have a current copy of the chapter roster.

# **CHAPTER 6 - Free campsites**

## **Hitching Posts**

Each chapter should make a list of the free campsites available to Campers on Mission as they are traveling to and from mission projects, and submit it for posting as Hitching Posts. The list should include the Name, Address of the Hitching Post, and contact information of the person in charge.

Some examples of these may be church camps, churches, campgrounds, etc.

*Note: When churches are putting in temporary utilities for campers during a project, the COM project coordinator should discuss the option of making them permanent for the use of traveling campers, evangelists, etc. It saves the church the cost of removing the utilities.*

*“Hitching Posts” will be listed on the national website after being checked out by the National Coordinator and/or Regional Representatives.*

## **CHAPTER 7 - Chapter Success**

### **Holding periodic rallies**

Chapter rallies are a great tool to draw the chapter together and facilitate communications. Campers hear preaching, devotionals and gospel music every day. Quality gospel music and outstanding preaching has a place in all rallies, but should not fill the entire program. The key to improving rally attendance is interesting seminars, workshops and presentations that relate to the campers and training the campers. Each rally should share mission/ministry opportunities and allow campers to share some of their praise reports. Business meetings should be conducted in such a way that everyone feels their input is important and considered.

Work projects scheduled in conjunction with the rally will enhance attendance and build on the camaraderie of the rally.

*Rallies and projects are the two locations campers build their network of camper contacts. Both should have sufficient social interaction to build the network of contacts.*

### **Some Be's That Contribute to Success**

- Be flexible. Roll with the punches. Regardless of what happens, say, “Praise God, no problem.”
- Be adaptable! Think of the best interests of the team and the project, not yourself.
- Be a servant. Pitch in and help anywhere you can. No job is more important than another.
- Be a helper. Do the job that you know best how to do, but offer to be a helper when the task is unfamiliar to you. You may learn a new skill!
- Be positive. Don't complain about anything. Make the best of every situation. It may be different, not bad.
- Be supportive. Keep a good attitude, especially about other team members. Offer continuous words of encouragement.
- Be punctual. Be at your appointed places on time; don't make the group wait.
- Be responsible. Keep up with your belongings at the campsite and worksite.
- Be wise. Keep safety in mind at all times. Don't do unsafe things. If you see an unsafe practice, offer a suggestion for a safer way to do the job.
- Be light-hearted. Smile a lot! Have fun with your group. Don't take the mission project so seriously that you lose sight of witnessing.
- Be spiritual. Pray and let the Lord talk with you about His plan for your life.
- Be loving. “Most important of all, continue to show deep love for each other, for love makes up for many of your faults.” 1 Peter 4:8 (TLB).

### **Some Do's That Contribute to Success**

- Safety first. If in doubt, don't! Don't take any chances. You are better off to take a little longer at the job and not get hurt. Look out for each other's safety.
- Pace yourself. Do not overdo it in the heat. Get out of the sun and rest a lot. Take a nap during lunch break. You know your limitations.
- Drink a lot of liquids. Water is best.
- Work together as a team. Don't worry about who gets the credit for a job well done. Remember that no job is more important than another. All volunteers are necessary.
- Engrave or mark your tools with your identifying mark. Gather up and clean your tools at the end of the day. Don't leave the work site until everything is cleaned up and put away. Cooperate with each other by returning tools to their owner.
- Keep your head covered.
- Lift properly and get help if the object is too heavy.
- Do your best. Volunteer work does not have to be and should not be substandard.
- Enjoy yourself! Both work and witness in all you do throughout the day.

Remember we are Kingdom Builders. "My little children, let us not love in word, neither in tongue; but in deed and in truth." 1 John 3:18

## **CHAPTER 8- HOW TO HOST A NATIONAL CAMPERS ON MISSION RALLY**

Several teams/committees are needed to conduct a National Campers on Mission Rally. Each team has a team leader, and together the team leaders make up the Executive Team. In smaller chapters, everyone serves to help each team. The Executive Team and the functional teams should be in place two years prior to the national rally. The rally should be scheduled to not conflict with the SBC Annual Meeting so that COMers may attend both functions, if desired.

### **Team/Position Functions and Responsibilities**

#### **1. National Rally Executive Team**

- Made up of Executive Team Leader, Assistant Executive Team leader, each of the functional team leaders and the host state chapter president (ex-officio).
- Coordinate all rally activities.
- Keep the regional representatives and national coordinator updated on activities.

#### **2. Budget Team**

- Led by Assistant Executive Team Leader.
- Develop financial procedures for the obligation of funds, payment of invoices, etc.
- Establish/maintain a bank account for receipt and disbursement of rally funds.
- Monitor and maintain records of all receipts and expenditures.
- Assist team leaders in developing and managing their budgets.
- Explore and recommend fund raising activities for the rally.
- Pursue funding to support national rally efforts.
- Prepare financial reports for distribution to the chapter and others as needed.

#### **3. Bulletin Board and Message Center Team**

- Develop a budget and present it to the Budget Team.

- Identify campground personnel and inform them of procedures for normal and emergency message notification in coordination with the campground manager.
- Make sure campground address and telephone numbers are included on the registration forms in coordination with the Registration Team.
- Obtain and maintain a bulletin board(s) and message center at the main meeting place. *A PowerPoint slide show projected on a large screen is an excellent way to get messages out.*
- Obtain assistance in locating personnel in the event of emergencies.
- Coordinate with the Registration and Parking Teams.

#### **4. Children's Activities Team**

- Develop a budget and present it to the Budget Team.
- Use day camping, VBS, or other reliable age-graded curriculum.
- Plan religious programs, games, fellowship, and other appropriate activities for children and youth daily during the rally's workshop periods and worship services.
- Coordinate with the Program and Pre-Rally Tours and Activities Teams for proper times of activities.
- Ensure that all activity areas are conducted with adequate supervision, safety, security, and accountability.
- The Children's Activities Team will always secure parent or guardian approval with a signed consent form whenever leaving the campground.
- The Children's Activities Team may secure assistance from a local church, Good News Club or youth group to conduct the children's activities.
- The ratio of adults to children should be:
  - Youth - one leader to 12 participants.
  - Children - one leader to six participants.
  - Preschoolers - one leader to four participants.

#### **5. Crafts Team**

- Develop a budget and present it to the Budget Team.
- Explore the feasibility of holding craft workshops.
- Plan and coordinate craft activities for the National Campers on Mission Rally.
- Coordinate with the Educational Activities Team where applicable for craft workshops.
- Coordinate with Pre-Rally Tours and Activities Team where applicable for craft activities.
- Coordinate with Campers on Mission personnel, local interested city personnel, and campground manager to display crafts.
- Limit craft workshops and activities to Camper on Missions attendees.

#### **6. Crisis Center and First Aid Team**

- Develop a budget and present it to the Budget Team.
- Develop procedures and support for providing a crisis/first aid center.
- Obtain a site to establish the crisis/first aid center in coordination with the campground manager and the national rally Executive Team leader.
- Coordinate health care support, emergency care, and emergency vehicle support with local health officials.
- Obtain necessary personnel to staff the crisis/first aid center (usually a retired doctor or a nurse), a rescue squad, and fire department.
- Communicate crisis/first aid procedures and information about the crisis/first aid center to rally attendees in coordination with the Program Team.

#### **7. Decorations/Door Prize Team**

- Develop a budget and present it to the Budget Team.
- Develop and install decorations for the campground.
- Develop and install decorations for the main meeting place to support the selected theme.

- In coordination with the Program Team, arrange tables, chairs, and stage at the main meeting place.
- Collect door prizes and direct a plan for their distribution.
- Coordinate with the Program Team for the placement on the program of awarding door prizes.

#### **8. Educational Activities Team**

- Develop a budget and present it to the Budget Team.
- Plan for and coordinate the educational activities (workshops and seminars).
- The potential pool of speakers considered should include representatives from the host state convention, the national coordinator, the regional representatives, and skilled COMers from several chapters. They should be asked a year in advance of the rally.
- Plan for and coordinate the mission fair program and activities.
- Obtain personnel, equipment, and exhibits to support the mission/craft fair program activities.

#### **9. Food and Refreshment Team**

- Develop a budget and present it to the Budget Team.
- Plan and coordinate meals.
- Coordinate with the Registration Team to place meal prices on the registration form.
- Plan and provide donuts/cookies/coffee/juice, etc. each morning.
- Plan and coordinate evening refreshments.
- Ensure that all supplies are available to support refreshments, meals, etc.
- Provide options for participants who have allergies (gluten, nuts, etc.).
- Plan for the needs of disabled and handicapped participants.

#### **10. Hospitality Bags Team**

- Develop a budget and present it to the Budget Team.
- Plan, assemble, and distribute hospitality bags to each family attending the rally and to each program personality.
- Coordinate with the Registration Team to determine the number of bags needed.
- Coordinate with the Children's Activity Team to identify and obtain any required prizes for the children's activities.

#### **11. Facilities and Parking Team**

- Develop a budget and present it to the Budget Team.
- Use golf carts, bicycles, campers, etc. at stations.
- Provide two-way radios for communication so the rigs can be parked easily.
- Plan and coordinate with the Registration Team the receiving of incoming rally attendees and the parking of their RVs.
- Assist attendees with hook-ups of their RVs.
- Identify and assist in the parking of handicapped attendees.
- Coordinate with the Message Center Team and Registration Team on posting the location of RVs and attendees on a central message board so that rapid notification can be made in case of emergency. (Know where everyone is camped.)
- Assist the Decorations Team in the set up and arrangement of tables, chairs and stage in the main meeting place.
- Provide space, tables and chairs for the Campers on Missions store and displays.
- Plan for and coordinate departure procedures of attendees from the campground.

#### **12. Program Team**

- Develop a budget and present it to the Budget Team.
- Select a theme for the rally.
- Plan and secure the program personalities (at least a year in advance) to include music leaders who can inspire the crowd to participate, special music, entertainment and speakers.
- Select the Master of Ceremonies for each evening's program.

- Make sure the timeline of the programs is followed. Speakers should speak 30 minutes or less and promotion of next year's rally should be no more than 10 minutes.
- Secure morning devotional speaker.
- Ensure that commitments of program personalities are made in writing.
- Ensure travel and lodging accommodations for program personalities are provided.
- Provide a host or hostess for each program personality when appropriate.

### **13. Promotion Team**

- Develop a budget and present it to the Budget Team.
- If possible start two years in advance to plan and provide promotion through national meetings, web sites, and publications.
- Coordinate with appropriate teams to ensure sufficient information is available about the rally to provide adequate publicity.
- Share information about the rally with the state conventions 12 months in advance of the rally.

### **14. Registration Team**

- Develop a budget and present it to the Budget Team.
- Prepare a registration form and send it to the regional representatives and chapter presidents before November 15 the year before the rally. The registration form will be on the national website January 1st.
- Design and provide name tags for rally attendees (name tag should reflect theme of the rally).
- Plan for, coordinate, and conduct a speedy registration of attendees.
- Maintain an updated list of all registered attendees.
- Share a list of attendees (by chapter) with the Regional Representatives and the National Coordinator via email one month prior to the rally and immediately prior to the rally.
- Prepare a list of registered attendees, number of rigs and participating states for the National Coordinators with daily updates during the rally.
- Plan for, coordinate and conduct a mail-out of all pre-registration materials within two weeks of receiving registration forms.
- Establish a registration deadline and refund policies for the rally.
- Coordinate Registration Team activities with Parking Team (for disabled attendees), Hospitality Bag Team and Food and Refreshment Team.
- Notify Children's Activity Team of numbers and ages of pre-registered children and youth.

### **15. Audiovisual Equipment Team**

- Develop a budget and present it to the Budget Team.
- Plan for and coordinate with the campground manager and other appropriate teams for necessary sound equipment, projectors, screens and/or tv's to support all programs and activities.
- Secure the best equipment available and have an experienced operator present during sessions.
- Provide microphones, wireless microphones, monitors and speakers adequate for the size of the rally.
- Provide projectors and screens for workshops, worship services and other activities of the rally.

### **16. Pre-Rally Tours and Activities Team**

- Develop a budget and present it to the Budget Team.
- Plan for, coordinate, and conduct pre-rally tours.
- Plan, coordinate, and conduct recreational, fellowship and pre-rally activities.

### **17. Crisis Control Team**

- Develop a budget and present it to the Budget Team.

- Train all members of the host chapter to serve on the Crisis Control Team.
- Wear state identification (special vests, hats, or shirts if possible) during the rally.
- Plan for and keep activities running smoothly.
- Know who to and how to contact emergency personnel in the event of an emergency.
- Develop an emergency plan and be prepared to activate the plan in the event of an emergency.

*This is one of the most important teams. These are the folks you hope you don't need, but they are ready if anything goes wrong.*

*Note: This team provides support for all types of crisis and emergencies, large or small. On medical emergencies, they provide support to the Crisis Center and First Aid Team.*

## **National Rally Program Model**

**In 2010, the Illinois Campers on Mission chapter came up with a model for the Rally Program that has been used with ease and success in subsequent rallies. Certain events have to be scheduled in order to maintain a smooth running rally.**

1. The rally is usually scheduled for three days in the middle of the first full week in June.
2. Rally Host chapter usually arrives two days before the Rally.
3. The day before the rally is used for setup and early registration of the attendees. Rigs will start arriving two days early.
4. The Pre-Rally starts the evening before the first day of the Rally and goes to the evening of the first full rally day.
5. The Rally Officially starts with the Flag Ceremony in the evening on the first day. Everything before is the Pre-Rally.
6. **The template for the three rally days is the same:**
  - Prayer walk usually at 7:30 am
  - Light breakfast of fruit, cookies, pastries, coffee, juice and tea
  - Devotion, announcements and music
  - Seminars or meetings
  - Lunch
  - Seminars
  - Free time
  - Dinner
  - Service, music, preaching
  - Fellowship with cookies and coffee, tea

### **7. These Events must be scheduled as follows:**

#### **Day 1**

- Presidents Roundtable

- Flag Presentation Ceremony

### **Day 2**

- Presidents Luncheon and Business meeting
- Regional Rep Meeting (not to be listed on the program - time and place will be decided at the rally)

### **Day 3**

- Region Meetings
- National Awards Ceremony
- National Praise Report
- Memorial Presentation
- Flag Retirement ceremony

# CHAPTER 9 - BYLAWS

## BYLAWS of CAMPERS ON MISSION

### ARTICLE I - NAME

The name of this organization shall be "CAMPERS ON MISSION"

### ARTICLE II - OBJECTIVES

Campers on Mission is a fellowship of evangelical Christians who in cooperation with state conventions of the Southern Baptist Convention, and other like-minded ministries, affirm the Statement of Faith listed on Page 5 of this manual, and strive for opportunities:

*To share* their faith and love of Jesus Christ while camping or participating in mission activities.

*To bear* witness to the saving power of Jesus Christ as stated in God's Holy Word.

*To relate* our Christian faith to those we encounter *As We Go*.

*To communicate* through word and deed the good life in Jesus Christ.

*To be genuine* and sensitive in relation to other people.

*To use our talents and skills* in the furtherance of the Gospel of Jesus Christ.

*To assist* churches and associations in planning Campers on Mission projects.

*To encourage* participation in Regional, State and National Campers on Mission Rallies.

### ARTICLE III - MEMBERSHIP

Membership shall include all active members of each of the affiliated Camper on Mission chapters in North America.

### ARTICLE IV – DUES

***No dues or assessments*** are ever to be charged to the membership; however, volunteer donations are accepted to cover organizational expenditures.

### ARTICLE V - RIGHTS and RESPONSIBILITIES of MEMBERS

- Each member is entitled to an equal voice and vote in the ministry and business of their home chapter.
- Each member, who meets the chapter by-laws, is eligible for consideration as a candidate for an elective office.
- Each member is responsible for conducting himself/herself in a way that is favorable to Christian witnesses.
- Members shall not use Campers on Mission membership to receive discounts or favors for personal gain.
- Members shall openly identify themselves to others and display their Campers on Mission emblem when possible.

- Each member shall share prayer requests and special concerns with their chapter officers, regional representatives, and national coordinator as applicable.

## **ARTICLE VI - RELATIONSHIPS**

Campers on Mission shall work in close relationship with the autonomous Campers on Mission chapters and state conventions.

## **ARTICLE VII - POLITY**

Campers on Mission is a self-governing body with the power vested in its members. The membership of each chapter elects a chapter president to represent them at the Chapter Presidents' Meeting, where all significant organizational decisions are made. Campers on Mission shall not establish or maintain affiliation with any person or organization whose faith and practice violates the principles of faith and practice found in the Bible or set forth in these bylaws.

## **ARTICLE VIII - OFFICERS**

The officers shall be:

- Lead President
- Chapter Presidents
- A governing body made up of the chapter presidents, a national coordinator, regional representatives and any other officers as may be deemed necessary by the governing body to carry out the responsibilities of Campers on Mission.
- Recording Secretary
- Treasurer
- National Coordinator

## **ARTICLE IX - COMMITTEES**

Every standing committee should meet at least once a year. The governing body made up of chapter presidents is a standing committee.

## **ARTICLE X – MEETINGS**

Presidents' meetings, National Coordinator meetings, and committee meetings throughout the year may be conducted virtually. All meetings at the National Rally will be in person.

Meetings shall be conducted in an orderly manner. For an item to be brought to a vote there shall be a motion, a second, discussion, then a vote.

Voting can happen at any meeting, online or in person, as long as there is a quorum of 50% plus one (1) of the presidents or designated representative(s) present, and proper notice of the meeting has been given.

All actions during meetings should be done according to scripture first and foremost. When disagreements come during meetings, we should seek guidance from God, through prayer, and His word. (Proverbs 16:9; Leviticus 20:7-8; Matthew 7:12, 22:37-39; Mark 3:24-30; Romans 12; 1 Corinthians 14:26-33,40; Ephesians 4; James 3:17-18).

## **ARTICLE XI - OFFICERS JOB DESCRIPTION**

### **Chapter Presidents**

**The chapter presidents** select and empower the regional representatives, who become support staff for the chapter presidents. The chapter presidents collectively have the responsibility to provide the regional representatives oversight and direction.

They collectively provide oversight and direction to our national organization. All major organizational decisions that impact numerous chapters will be made by the chapter presidents collectively.

They adopted this manual and will adopt subsequent policies to help keep our focus on the main objective of reaching the lost and helping others to reach the lost. Specific decisions or responsibilities can be delegated to an individual or a committee, but the chapter presidents retain the oversight and direction responsibilities.

The chapter presidents collectively have the responsibility to vet, nominate, and elect the national coordinator. The vetting and nominating of candidates must take place in advance of the presidents' meeting in which the national coordinator is elected.

The regional chapter presidents are responsible for vetting, nominating and holding the election of the regional representative. The vetting and nominating of candidates must take place in advance of the regional meeting in which the regional representative is elected.

Chapter presidents shall keep a current chapter roster and share it with the regional representative each time it is updated.

### **Lead President**

The **lead president** will be the chapter president who hosted the previous national rally. He will schedule and hold the presidents' meetings, at least quarterly, so they can address the necessary organizational decisions. He will moderate the presidents' meeting unless he specifically delegates that responsibility to a chapter president, delegate, or regional representative. The lead president will prepare and distribute the meeting agenda one month prior to the meeting. He will also prepare and distribute meeting minutes to the attendees within one month after the meeting.

An Electronic Record (notebook) of the past meeting minutes is to be kept and retained by the current lead president and available on the national website.

At each meeting, topics of importance to COM should be discussed.

## Regional Representatives

**Regional representatives** should be effective facilitators and communicators. They are not leadership positions. The regional representative's primary functions are to serve as a regional facilitator, to initiate and encourage communication between state convention liaisons, Campers on Mission chapter presidents, and individual COMers, to work with the national coordinator, the evangelical religious association liaison to Campers on Mission, and Campers on Mission chapter leadership.

### **Regional representatives' specific roles:**

1. Maintain a good working relationship with the Campers on Mission National Coordinator, Campers on Mission chapter leaders, the evangelical religious association liaison to Campers on Mission, and COMers.
2. Provide Campers on Mission chapter leaders the support and counsel to strengthen and enhance chapter organization and operations.
3. Provide support for Campers on Mission activities as requested by chapter leaders.
4. Report regional changes for the national COM website content to the webmaster.
5. Facilitate communication between regional chapters, share organizational ideas, mission opportunities, prayer requests and information from regional representatives' meetings.
6. Assist regional chapters in training COM volunteers in evangelism, project logistics and how to engage in mission projects, at the request of chapter leadership.
7. Assist interested individuals in areas without a Campers on Mission chapter within the assigned region establish and nurture a new chapter.
8. Promote the Campers on Mission organization to potential members and potential mission opportunities.
9. Help plan and carry out National Campers on Mission Rallies held in assigned regions at the invitation of the host chapter.
10. Develop and maintain appropriate training materials that are user friendly for COM volunteers.
11. Participate in local, state, and national rallies.
12. Maintain a current regional roster to facilitate communicating with the members.
13. Respond to all Campers on Mission related communications within 48 hours.

The regional representative bears a heavy burden. He must focus on keeping everyone in his region informed of mission opportunities, prayer requests, and better organizational operational methods while trying to help strengthen the weaker chapters. These tasks require him to get involved with each of the regional chapters. He will work on projects with them and attend their rallies. He will join each regional chapter to get on their communication distribution lists. He will talk to and work on projects with as many of the individual chapter members as possible.

Regional Representatives should hold residence within their respective region. If they are "Full Timers", they should designate one of the states in their region as their "Home" state and spend the majority of their time within their region.

Since the regional representative's replacement is elected one year prior to the end of his term, the current representative should use this year to train and involve the replacement

in all the current activities of the position. The replacement should be introduced to and become involved with each of the chapters in the region. This is to be done with the intent of maintaining the flow and continuity of each of the position functions.

## **Selecting a Regional Representative**

**The regional representatives** will be elected to 3-year terms by the presidents within the region after they vet each potential nominee. Regions 1 & 2 will vote in 2025, 2028, 2031 and so on. Regions 3 and 4 will vote in 2026, 2029, 2032 and so on. Regions 5 and 6 will vote in 2024, 2027, 2030 and so on.

**The election of a regional representative's successor** will occur one year prior to the end of the current regional representative's term. This will give the current regional representative one year to train the successor representative before the successor representative officially begins to serve as the regional representative. The election dates shown in the previous paragraph reflect the election dates of successor regional representatives, not the term limits of serving regional representatives.

In the event a regional representative serves in name only and fails to carry out the roles of position, the chapter presidents in the region will collectively talk to their regional representative. If he is willing to fulfill his role as regional representative, the region's chapters presidents can retain him. If he is unable or unwilling to fulfill his role as regional representative, the regional presidents will replace him. Any president within the region can initiate these discussions with the other presidents within the region.

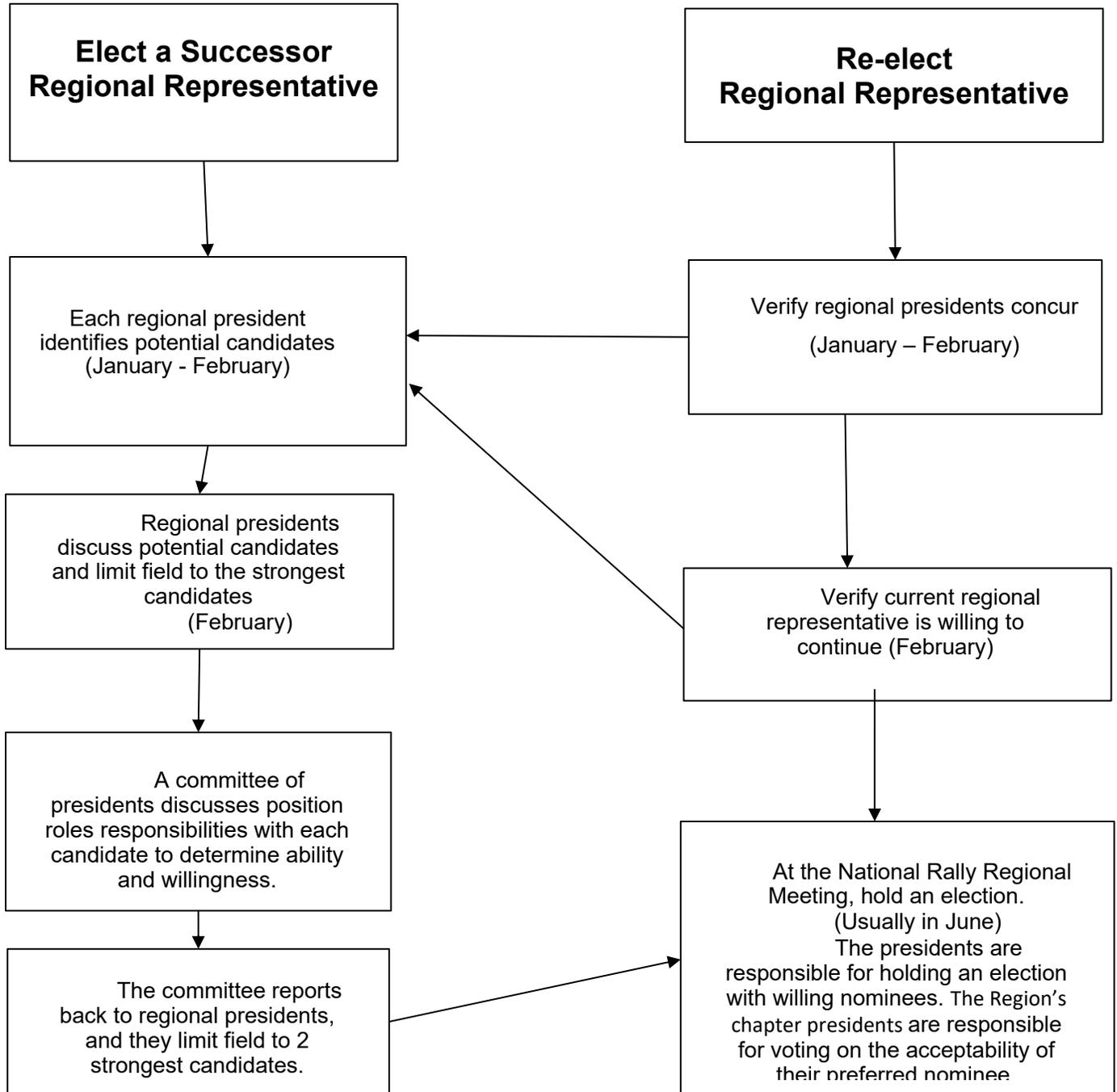
Chapter presidents shall keep their regional representative informed of their chapter's activities.

Chapter presidents shall keep a current chapter roster and share it with the regional representative each time it is updated.

The regional chapter presidents are responsible for vetting, nominating and electing the regional representatives. The lead president's role is to remind them in a timely manner of the needed actions.

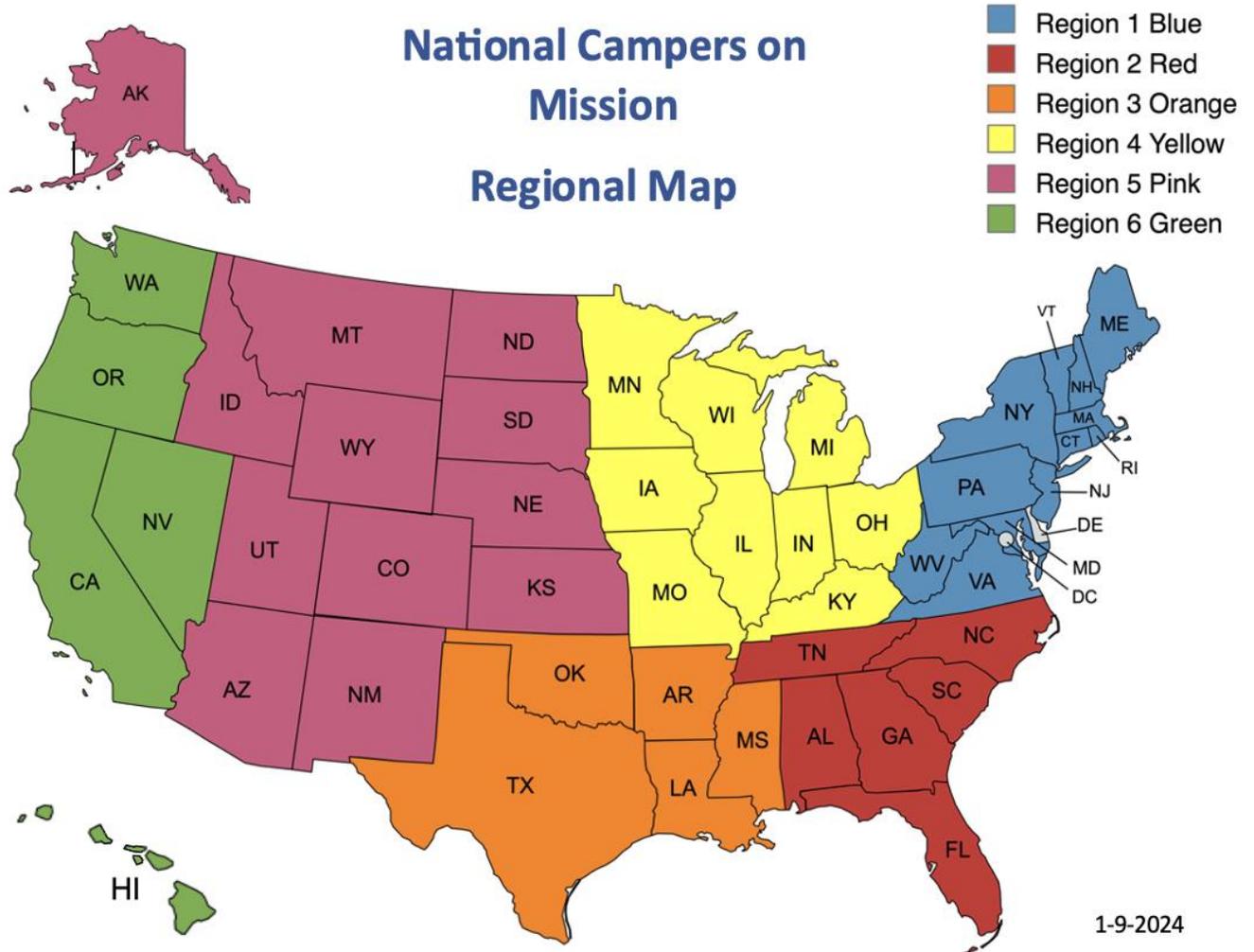
Each year during the regional meetings at the national rally, the chapter presidents in two regions will hold an election for the successor regional representatives. The lead president is responsible for making sure the regional presidents complete the vetting and nominating tasks before the election is held. It should be accomplished as follows:

## DECISION PROCESS FOR SELECTING REGIONAL REPRESENTATIVES



Regional representatives serve as regional facilitators. In that capacity, they initiate and encourage communication between state convention staff, chapter officers, membership, potential members and others. This role requires the ability to effectively communicate and distribute information throughout the region so that chapter officers and members can make appropriate decisions.

A strong servant Christian with good communication and people skills is vital to this position, as is his willingness to hold in abeyance personal mission efforts during his term of office.



## Recording Secretary

Recording Secretary duties:

- Take minutes of all official meetings including chapter presidents quarterly meetings and at the National Rally.
- Maintain a national COM membership registry by state.
- Assist the National Coordinator as needed.

## National Treasurer

National Treasurer duties:

- Collect, deposit and disburse the monies of national COM
- Maintain all financial records of national COM.
- Participate in all presidents' meetings
- Maintain the federal Tax ID information and 501(c)3
- Prepare financial reports for presidents meetings
- Ensure timely filing of the annual IRS Form 990

## National Coordinator

The national coordinator's primary functions are to serve as a national facilitator who initiates and supports communication between Campers on Mission regional and chapter representatives, and supports/coordinates the efforts of the regional representatives. In addition the Campers on Mission National Coordinator serves as the liaison for the regional representatives.

Please note this position is one of communication and facilitating. As with the regional representatives, this is not a leadership position. It is a support role needing a Christian with a servants heart and good communication and people skills.

### **The National Coordinator's specific roles include the following:**

1. Maintaining a good working relationship with Campers on Mission Regional Representatives, chapter leaders, individual campers, potential campers and state convention liaison.
2. Working with the Regional Representatives to develop, implement, and operate a national communication plan to promote and facilitate Campers on Mission volunteer mission work.
3. Scheduling and chairing all Regional Representatives' meetings, including regular quarterly meetings.
4. Calling each Regional Representative at least quarterly.
5. Gleaning good operational ideas from Regional Representatives and chapters to share with other Regional Representatives and chapters.
6. Encouraging Regional Representatives in the fulfillment of their roles.
7. Arranging for and facilitating Regional Representative elections by chapter presidents.
8. Being familiar with all areas of Campers on Mission operations and mission work.

9. Assisting with, and/or attending, regional and chapter rallies at the invitation of the host chapter as much as possible.
10. Working with host Campers on Mission chapter(s) and the appropriate regional representative to plan and carry out national Campers on Mission rallies for the training and support of chapter, association, and church volunteers.
11. Working with regional and state chapter representatives to develop and maintain appropriate training materials.
12. Responding to all Campers on Mission related communications within 48 hours.

The bulk of the national coordinator's work lies in working with the regional representatives and helping with the national rallies. The regional representatives will do most of the heavy support work. The national coordinator will be their coach and encourager, helping them to understand and carry out their responsibilities, and ensure effective communications are consistent organization wide. It is critical that the position be filled with a Christian with a servants heart and good communication and people skills., as well as a willingness to give the responsibilities of this position a higher priority than his personal mission efforts.

When an incumbent National Coordinator no longer adequately fulfills the role, he should be replaced.

Since issues such as health, family situations, and finances frequently control accomplishments more than personal desires, personnel changes in this position should not be considered a negative action against an incumbent. It should be considered a business decision to improve operational functioning.

The lead president in each even numbered year shall take a poll as follows:

Lead president shall poll regional representatives to get their perspective on the effectiveness of the current National Coordinator (take poll in June or July of even numbered years to take advantage of rally attendees).

Lead president polls at least two-thirds of the chapter presidents to get their perspective on the effectiveness of the current national coordinator (take poll in June or July of even numbered years to take advantage of rally attendees).

Lead president decides whether to initiate the search for a new National Coordinator and shares the decision with the National Coordinator, Regional Representatives and Chapter Presidents. This entire process is to be completed by the end of August.

If the decision is to select a new national coordinator, the following process should be used:

## **Selecting a National Coordinator**

**In September of even numbered year:**

1. Lead president asks each Regional Representative and Chapter President to submit names, with a little background of potential candidates.

2. A selection committee made up of the lead president, 2-regional representatives, 2-chapter presidents and the national coordinator is selected by the lead president.

**In October - November of even numbered years:**

1. The selection committee discusses names submitted and selects those for further consideration.
2. The selection committee assigns responsibilities, to candidates, for vetting and determining the candidate's willingness to serve. *These responsibilities can be assigned to committee members, regional representatives, or chapter presidents.*

**In January - February of odd numbered years:**

Based on feedback from vetting and personal contacts with candidates, the Selection Committee will select the National Coordinator nominee.

**In March of odd numbered years:**

The Lead President or his designee will distribute the National Coordinator nominee's name to all Chapter Presidents.

**In June – July of odd numbered years:**

During the national rally in the presidents' working meeting, the chapter presidents will vote on the national coordinator nominee.

*Note: If for any reason the national coordinator nominee cannot accept or fulfill the role, the selection committee shall have an alternate candidate vetted and available for consideration during the presidents' working meeting*

## **ARTICLE XII - CODE OF ETHICS**

All COMers shall abide by the following code of ethics.

- To be mindful of our responsibility to God concerning our actions.
- To live and act in such a manner that reflects Jesus in our lives.
- To maintain our campsite/parking area in a proper manner.
- To abide by park rules at all times.
- To assist other campers when the opportunity presents itself.
- When disagreements come we should seek guidance from God, through prayer, and His word. (1 Corinthians 14:40; Proverbs 16:9; Ephesians 4; Romans 12; Mark 3:24-30; Leviticus 20:7-8; 1 Corinthians 14:26-33,40; Matthew 22:37-39; Matthew 7:12; James 3:17-18; Proverbs 16:9)

## **ARTICLE XIII - AMENDMENTS**

### **Bylaws Revision**

These bylaws may be amended at any regular presidents' meeting by a two-thirds majority vote of the chapter presidents present, providing that a written notice of the proposed amendment(s) was sent to the Presidents not less than two (2) months before the meeting at which a vote will be taken.

### **Manual Revision**

This manual up to the bylaws section can be revised anytime by a majority vote of the Presidents present at a duly called meeting, and should be reviewed and revised as needed by a committee appointed by the presidents at least every five (5) years.