



ELCSA PRAYER WOMEN'S LEAGUE

Part I: THE NATURE OF THE ORGANIZATION

Chapter 1

1.1 NAME

The name of the Organization shall be known at as the Prayer Women's League of the EVANGELICAL LUTHERAN CHURCH IN SOUTHERN AFRICA, hereinafter referred to as ELCSA PWL.

Chapter 2

2.1 STATUS

ELCSA Prayer Women's League is constituted in accordance with the provisions made for it in the Constitution of ELCSA.

Chapter 3

3.1 MOTTO

"Bear one another's burdens". Galatians 6: 2a

PART II: MISSION

CHAPTER: 1 OBJECTIVE AND DUTIES

In pursuance of the above stated aim it shall be the duty of every Member of the League:

- 1.1 To take part faithfully in the meetings, the planning, the work and the projects of the league;
- 1.2 To meet at least once a week to pray and to help one another with the Word of God;
- 1.3 To minister to and co-operate with all women in the church, especially in projects of upgrading, development and empowerment;
- 1.4 To strive for the redemption of all those who have become victims, for example, the ravages of intoxicating liquor and drugs, sex, child, women and parent abuse, etc;
- 1.5 To refrain and dissuade others from taking part in practices that do not conform to Christian faith, for example, superstitions, beliefs, witchcraft, immoral rituals, etc.
- 1.6 To strive a faithful life of daily worship;
- 1.7 To make her home a Christian one by observing family prayers and leading a Christian life; and

- 1.8 To set an example of being a good Christian neighbour in the church and community as a whole.

Chapter 2: As a member of Churchwide:

- 2.1 To attend church services regularly and participate in the life of the congregation;
- 2.2 To support all church activities, working hand in hand with pastors and other leaders in the congregation;
- 2.3 To help in the teaching of Sunday school and in advising confirmation class girls and others who are passing through the stage of puberty on sex and its abuses and life skills;
- 2.4 To support stewardship and diaconate work in the church;
- 2.5 To assist in the work of evangelization among non-believers, and make home visits for the sake of spirituality reviving members of the church;
- 2.6 To visit patients in homes and hospitals to comfort the old and depressed, with the Word of God and prayer, as well as helping them with their needs; and
- 2.7 To take part in the cleaning and decorating of the church and its surroundings, and encourage other women to assist in keeping the church neat and tidy.

Chapter 3: As a member of the Ecumenical Family

The league shall co-operate with other organizations of the church and other churches, provided such co-operations does not violate the confessional basis of the league and the church.

PART III: MEMBERSHIP

CHAPTER I: MEMBERSHIP OF THE LEAGUE

- 1.1 Membership shall be open to all women who are full members of a Congregation.
- 1.2 Members shall bring annual registration fee and contribution which had been decided upon by the League.
- 1.3 Members from other parishes shall be accepted on producing a transfer letter.
- 1.4 Members coming from other churches shall be accepted after they have become full members of the Evangelical Lutheran Church and shall be formally installed.

CHAPTER 2: PROBATION

- 2.1 An intending member shall present herself to the Congregational Committee of the league who in turn shall inform the Congregational Council through the Pastor-in-charge.
- 2.2 The new recruit shall be put on a probationary programme and be installed on the completion of the programme which shall be six months.

CHAPTER 3: INSTALLATIONS

- 3.1 The day of installation shall be decided upon by the Congregational Committee in consultation with the Pastor-in-charge and inform the Parish Committee.
- 3.2 A candidate for installation shall provide herself with the prescribed uniform with the exception of the brooch which shall be supplied by the Congregational Committee. The brooch shall remain the property of the league.
- 3.3 The installation service shall be performed in a divine service by a Pastor, who shall be assisted by the members of the Prayer Women's League Committee.

- 3.4 There shall be a service of re-registration and re-commitment at the beginning of each year conducted by a Pastor.

CHAPTER 4: LOSS OF PRIVILEGES

- 4.1 Any member who violates the constitution of the league shall be exhorted and admonished as per disciplinary procedures.
- 4.2 After appropriate corrective action, reinstatement shall take place in the Congregation.

CHAPTER 5: DISCIPLINARY PROCEDURES

- 5.1 Disciplinary/appeal/dispute/mediation matters shall be dealt with by the Councils under which the League operates.

CHAPTER 6: ELECTION

The following applies to all levels:

- 6.1 All office bearers shall be elected from among full members at all levels as follows:
- The Congregational Committee shall be elected from amongst the members of the PWL at the Congregational meeting.
 - The Parish Committee shall be elected from amongst the members of the PWL Congregational Committee/s at parish meeting. In case of a one Parish Congregation, the Congregational Committee shall serve as the parish Committee.
 - The Circuit Committee shall be elected from amongst the members of the Parish Committees at the Circuit Conference.
 - The Diocesan Committee shall be elected from amongst the chairpersons and secretaries of the Circuit Committees at the Diocesan Conference.
 - The Churchwide Committee shall be elected from amongst the diocesan directors and secretaries at the Churchwide Conference.

CHAPTER 7: Election shall be done by secret ballot.

- 7.1 Elections shall be conducted at the following gatherings:
- Congregations shall have their elections at their Congregational meeting.
 - Parishes shall have their elections at their quarterly meetings.
 - Circuits, Dioceses and Churchwide shall have their elections at their Conferences
- 7.2 Members elected shall hold office for a period of six years.

PART IV: STRUCTURE OF THE LEAGUE

CHAPTER 1: CONGREGATIONAL LEVEL

1. CONGREGATIONAL MEETING

- 1.1 The Congregational meetings shall be held at least once per quarter.
- 1.2 All registered members of the League shall have the right to attend the meeting at Congregational level.
- 1.3 The PWL Congregational meeting shall elect the Congregational Committee.

2. MEMBERS OF THE COMMITTEE

- 2.1 The committee shall be nominated and elected from amongst members of Congregational group attending the meeting.
- 2.2 Office bearers shall be the chairperson, vice chairperson, secretary, vice secretary, treasurer and two additional members.
- 2.3 Where membership of the Congregational group is less than ten, assistant officials and additional committee members shall not be elected.
- 2.4 To form a quorum at least half the number of members including the chairperson, or in her absence the vice chairperson, or in her absence the secretary shall be present. In the event of none of the aforementioned office bearers being present, no meeting shall be held.
- 2.5 The Pastor-in-charge shall be ex-officer of the league.

3. Meetings

- 3.1 The Congregational Committee meetings shall be held once per quarter.
- 3.2 Extraordinary meetings shall be called if necessary by the chairperson in consultation the Executive and the Pastor-in-charge.

4. Duties of the Committee

The Committee shall:

- 4.1 Be responsible for the co-ordination, organization and functioning of the League in the Congregation;
- 4.2 Discuss and plan the activities of Congregational group.
- 4.3 Inform the Congregational Council about those who wish to join the League
- 4.4 Explain the constitution to the probationers. In case of small groups, this should be done by members of the Parish committee;
- 4.5 Advise fellow-members who lead a life unbecoming of a Christian and thus violate the constitution of the league and the church;
- 4.6 See to it that attendance and subscription register are kept and that a roll call is taken at the end of the weekly meeting;
- 4.7 Give annual written reports which shall include audited financial statements;
- 4.8 Control funds and property of the league in conjunction with the finance and planning committee;
- 4.9 Scrutinize motions to be presented to the Parish meeting.
- 4.10 Refer unresolved matters to the Parish Committee.

5. The Pastor-in-charge

The Pastor shall be the spiritual leader of the League at Congregational Level

He/she shall:

- Officially open and close all meetings held in the Congregation
- Officiate at elections and inductions of Committees, and

- Have the right to attend all meetings of the League as an ex-officio member.

6. THE FINANCE AND PLANNING COMMITTEE

6.1 The Congregational Committee shall have a standing committee on finance.

6.2 The committee shall be composed of the vice chairperson; Treasurer and two other members of the PWL at Congregational level with requisite skills. The finance and planning committee shall elect a Chairperson and a Secretary from amongst its members. The Pastor- in charge shall be an ex-officio member of the committee.

6.3 The Finance and Planning Committee members shall hold office for a period of six [6] years.

6.4 The Finance and Planning Committee shall be responsible to the Congregational Committee.

CHAPTER2: PARISH LEVEL

1. PARISH MEETING

1.1 The PWL shall have a Parish meeting once per quarter.

1.2 All registered members of the League shall have the right to attend the meeting at Parish level.

1.3 The PWL Parish meeting shall elect the Parish Committee.

1.4 Voting delegates shall be the Congregational Committee members.

2. PARISH COMMITTEE

Members of the Committee

2.1 The committee shall be nominated and elected from amongst members of Congregational Committees.

2.2 Office bearers shall be the chairperson, vice chairperson, secretary, vice secretary, treasurer and two additional members.

2.3 To form a quorum at least half the number of members including the chairperson, or in her absence the vice chairperson, or in her absence the secretary shall be present. In the event of none of the aforementioned office bearers being present, no meeting shall be held.

2.4 The Pastor-in-charge shall be ex-officer of the league.

3. Meetings

3.1 The committee meetings shall be held once per quarter.

3.2 Extraordinary meetings shall be called if necessary by the chairperson in consultation the Executive and the Pastor-in-charge.

4. Duties of the Committee

The Committee shall:

4.1 Be responsible for the co-ordination, organization and functioning of the League in the Parish.

4.2 Organize quarterly meetings of the Parish Committee and prepare the agenda;

4.3 Refer unresolved matters to the Circuit Committee.

- 4.4 Give a written report which shall include an audited financial statement at the annual Parish meeting and to the annual Circuit Conference;
- 4.5 Control funds and property of the league in conjunction with the finance and planning committee;
- 4.6 Scrutinize motions to be presented to a Circuit Conference
- 4.7 Fill vacancies which may occur in any of the offices;
- 4.8 See to it that the aims, objectives and constitution of the league are observed faithfully and effectively in the parish;

5. The Pastor-in-charge

The Pastor-in-charge shall be the spiritual leader of the league at Congregational level.

He/she shall:

- Officially open and close all meetings held in the Parish
- Officiate at elections and inductions of committees, and
- Have the right to attend all meetings of the League as an ex-officio member

6. THE FINANCE AND PLANNING COMMITTEE

6.1 The Parish Committee shall have a standing committee on finance.

6.2 The committee shall be composed of the vice chairperson, treasurer and two other members of the PWL at Parish level with requisite skills. The finance and planning committee shall elect a Chairperson and a Secretary from amongst its members. The Pastor- in charge shall be an ex-officio member of the committee.

6.3 The Finance and Planning Committee members shall hold office for a period of six [6] years.

6.4 The Finance and Planning Committee shall be responsible to the Parish Committee.

CHAPTER 3: CIRCUIT LEVEL

1. CIRCUIT CONFERENCE

- 1.1 The PWL shall have a Circuit Conference once a year.
- 1.2 All registered members of the League shall have the right to attend the Circuit Conference.
- 1.3 The PWL Circuit Conference shall elect the Circuit Committee.
- 1.4 Voting delegates shall be the Parish Committee members.

2. Members of the Committee

- 2.1 The committee shall be nominated and elected from amongst all the members Parish Committees.
- 2.2 Office bearers shall be the chairperson, vice chairperson, secretary, vice secretary, treasurer and two additional members.
- 2.3 To form a quorum at least half the number of members including the chairperson, or in her absence the vice chairperson, or in her absence the secretary shall be present. In the event of none of the aforementioned office bearers being present, no meeting shall be held.

2.4 The Dean shall be the ex-officio member of the League.

3. Meetings

3.1 The Circuit Committee shall meet at least twice per year.

3.2 Extraordinary meetings shall be called if necessary by the chairperson in consultation the Executive and the Dean.

4. Duties of the Committee

The committee shall:

4.1 Be responsible for the co-ordination and functioning of the League in the Circuit;

4.2 Plan and draw the agenda for the meetings of the committee;

4.3 See to it that the aims, duties, objectives and the constitution of the league are carried out faithfully and effectively in the circuit;

4.4 Arrange revivals, conferences, workshops, seminars and meetings with the assistance of church servants in the circuit;

4.5 Control funds and properties of the league in conjunction with the finance and planning committee;

4.6 See to it that all financial books of the league in the circuit are audited;

4.7 Give a written report to the annual Circuit Conference which shall include an audited financial statement;

4.8 Scrutinize all motions to be presented to the Diocesan Conference;

4.9 Fill vacancies which may occur in any of the offices;

5. The Dean

The Dean shall be the spiritual leader of the league in the circuit.

He/she shall:

- Officially open and close all meetings and conferences held in the Circuit
- Officiate at elections, induct committee members and
- Have the right to attend all meetings and Conferences in the Circuit.

6. THE FINANCE AND PLANNING COMMITTEE

6.1 The Circuit Committee shall have a standing committee on finance.

6.2 The committee shall be composed of the vice chairperson; treasurer and two other members of the PWL at Circuit level with requisite skills. The finance and planning committee shall elect a Chairperson and a Secretary from amongst its members. The Dean shall be an ex-officio member of the committee.

6.3 The Finance and Planning Committee members shall hold office for a period of six [6] years.

6.4 The Finance and Planning Committee shall be responsible to the Circuit Committee.

CHAPTER 4: DIOCESAN LEVEL

1. DIOCESAN CONFERENCE

- 1.1 The PWL shall have a Diocesan Conference once in two years.
- 1.2 All Diocesan Committee members, all Circuit Committee Members and ten (10) delegates elected by the Circuit Conference from each Circuit.
- 1.3 The PWL Diocesan Conference shall elect the Diocesan Committee.
- 1.4 Voting delegates shall be Circuit Committees and all delegates attending the Conference.

2. Members of the Committee

- 2.1 The committee shall be nominated and elected from amongst members of Circuit Committees.
- 2.2 Elected office bearers shall be the Director, Deputy Director, Secretary, Deputy Secretary, and Treasurer who shall be the Executive Committee.
- 2.3 Additional members of the Committee shall be all Circuits' Chairpersons and Circuits' Secretaries.
- 2.4 The ten (10) additional delegates are elected to attend Churchwide conference.
- 2.5 To form a quorum at least half the number of members plus one including the Director, or in her absence the Deputy Director, or in here absence the Secretary shall be present. In the event of none of the aforementioned office bearers being present, no meeting shall be held.
- 2.6 The Bishop shall be the ex-officio member of the League in the Diocese.

3. MEETINGS

- 3.1 The Diocesan Committee shall meet at least twice per year.
- 3.2 Extraordinary meetings shall be called if necessary by the Director in consultation the Executive and the Bishop.

4. Duties of the Committee

The committee shall:

- 4.1 Shall be responsible for the co-ordination, organization and functioning of the league in the diocese
- 4.2 Be responsible for the life and work of the league in the diocese
- 4.3 Prepare and plan meetings of the committee, biennial conference and its agenda
- 4.4 Co-ordinate the work in the various circuits of the diocese
- 4.5 Give a written report at the diocesan conference and diocesan synod which shall include an audited financial statement. A copy shall be sent to Churchwide committee. All reports shall embody constructive ideas and suggestions arising from activities of different groups; The report shall be signed by the chairperson, secretary, treasurer and bishop.

- 4.6 Control funds and properties of the league in the diocese in conjunction with the finance and planning committee. The account books shall be audited by the diocesan auditors annually. Inventory of property shall be sent to the diocesan executive secretary and other church official's concerned biennial.
- 4.7 Scrutinize all motions to be presented to the Churchwide Prayer Women's League Conference;
- 4.8 To fill vacancies in any one of the offices;
- 4.9 Organize workshops and seminars in order to strengthen the league to undertake projects at all levels;

5. THE BISHOP

The Bishop shall be the spiritual leader of the league in the Diocese.

He/she shall:

- Officially open and close all meetings and conferences held in the diocese
- Officiate at elections, induct committee members and
- Have the right to attend all meetings and Conferences in the Diocese.

6. THE FINANCE AND PLANNING COMMITTEE

- 6.1 The Diocesan Committee shall have a standing committee on finance.
- 6.2 The committee shall be composed of the Deputy director; treasurer and two other members of the PWL at Diocesan level with requisite skills. The finance and planning committee shall elect a Chairperson and a Secretary from amongst its members. The Bishop shall be an ex-officio member of the committee.
- 6.3 The Finance and Planning Committee members shall hold office for a period of six [6] years.
- 6.4 The Finance and Planning Committee shall be responsible to the Diocesan Committee.

CHAPTER 5: CHURCHWIDE LEVEL

1. CHURCHWIDE CONFERENCE

- 1.1 The PWL shall have a Churchwide Conference once in two years.
- 1.2 All Diocesan Committee members, all Circuit Committee Members and ten delegates elected by the Diocesan Conference from each Diocese.
- 1.3 The PWL Churchwide Conference shall elect the Churchwide Committee.
- 1.4 Voting delegates shall be the Diocesan Committee's, the Circuit Committee members and all delegates attending the Conference.

2. Members of the Committee:

- 2.1 Office bearers shall be nominated and elected from amongst members of the Diocesan Committees.
- 2.2 Office bearers shall be the Director-General, Deputy Director-General, Secretary-General, Deputy Secretary-General and Treasurer-General who shall be the Executive Committee.

- 2.3 Additional members shall be the Directors of Dioceses and their Secretaries.
- 2.5 To form a quorum at least half the number of members plus one including the Director-General, or in her absence the Deputy Director-General, or in her absence the Secretary shall be present. In the event of none of the aforementioned office bearers being present, no meeting shall be held.

3. MEETINGS

- 3.1 The Churchwide Committee shall meet once a year.
- 3.2 Extraordinary meetings shall be called if necessary by the Director General in consultation with the Executive and the Presiding Bishop.

4. DUTIES OF THE COMMITTEE

Duties of the committee shall:

- 4.1 Be responsible for the co-ordination, organization and functioning of the League at Churchwide level.
- 4.2 Be responsible for the life and work of the League at Churchwide
- 4.3 Co-ordinate the work in all Dioceses at Churchwide
- 4.4 Establish and maintain Ecumenical relationships.
- 4.5 Give a written report at the Churchwide Conference and General Assembly which shall include an audited financial statement. All reports shall embody constructive ideas and suggestions arising from activities of different groups. The report shall be signed by the Director General, Secretary General, Treasurer General and the Presiding Bishop.
- 4.6 Scrutinize and approve the motions sent by different Dioceses
- 4.7 Prepare the budget of the league in consultation with the finance and planning committee
- 4.8 Control funds and properties of the League at Churchwide in consultation with the finance and planning committee. Inventory of property shall be sent to the General Secretary and other church official's concerned biennially.
- 4.9 Organize workshops and seminars in order to strengthen the League to undertake projects and programmes at all levels

5. THE PRESIDING BISHOP

The Presiding Bishop shall be the spiritual leader of the league at Churchwide level.

He/she shall:

- Officially open and close all meetings and conferences held at Churchwide level
- Officiate at elections, induct committee members and
- Have the right to attend all meetings and Conferences at Churchwide level.

6. THE FINANCE AND PLANNING COMMITTEE

- 7.1 The Churchwide Committee shall have a standing committee on finance.
- 7.2 The committee shall be composed of the Deputy Director; Treasurer-General and two other members of the PWL at Churchwide with requisite skills. The finance and planning committee shall elect a Chairperson and a Secretary from amongst its members. The Presiding Bishop shall be an ex-officio member of the committee.
- 7.3 The Finance and Planning Committee members shall hold office for a period of six [6] years.
- 7.4 The Finance and Planning Committee shall be responsible to the Churchwide Committee.

PART V: UNIFORM

CHAPTER 1: UNIFORM

1. The official uniform of the league shall be:

- 1.1 **Black Blouse** : Straight cut with two pockets in front set between darts and side seams, black button-number according to size, straight collar, long sleeves with cuffs, and two darts at the back.
- 1.2 **Belt** : A belt with two buttons
- 1.3 **Collar** : White collar with tipped corners in front, 12cm wide everywhere.
- 1.4 **Skirt** : Black skirt with one piece in front and an invented box pleat at the centre of the back piece and the length be 10cm below the knee.
- 1.5 **Shoes** : Black
- 1.6 **Stockings** : Plain black stockings
- 1.7 **Cap** : White three-piece pattern with brim 6cm all around.
- 1.8 **Brooch** : The official brooch is pinned in front where the white collar meets.
- 1.9 **Earrings** : Very small

CHAPTER 2: OCCASIONS FOR DONNING UNIFORM

2. Members should wear the uniform on the following days/events:

- 2.1 On days of prayer meetings;
- 2.2 At Holy Communion Services;
- 2.3 At church festivals excluding music festival
- 2.4 At memorial and funerals of the deceased members of the league, church workers, elders, members of other leagues
- 2.5 For baptism and confirmation services
- 2.6 When carrying duties prescribed in **Chapter 3**

2.7 On occasions of

- The installations of new members
- Re-registration of members
- Induction of church servants
- Ordination of Pastors
- Consecration of Bishops
- Dedication of new church building
- Unveiling of tombstones

PART VI: AMENDMENTS

CHAPTER 1: AMEMNDMENTS

- 1.1 Proposed amendment/s of this constitution shall be submitted to the **Churchwide**PWL Committee in writing six months prior to the **Churchwide** Conference.
- 1.2 Such proposed amendment/s shall be circulated to the Dioceses within three months prior to the **Churchwide** Conference.
- 1.3 The two-third majority of the voting members shall approve the proposed amendment/s.
- 1.4 The **General** Assembly **shall have** the final decision on all amendment/s.

CHAPTER2: DISSOLUTION

- 2.1 Should the organization be dissolved, its properties shall remain the properties of the church.

CHAPTER 3: SIGNING

Signed for on behalf of the Evangelical Lutheran Church in Southern Africa Prayer Women's League (ELCSA PWL)

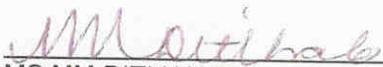
Ms J SELWANE
SECRETARY GENERAL

Ms MM DITLHALE
DIRECTOR GENERAL

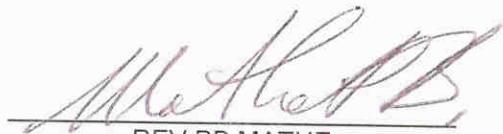
BISHOP MM DITLHALE
PRESIDING BISHOP

SIGNING

Signed for on behalf of the Evangelical Lutheran Church in Southern Africa Prayer Women's League (ELCSA PWL)


MS MM DITLHALE
DIRECTOR GENERAL


BISHOP MM DITLHALE
PRESIDING BISHOP


REV PB MATHE
GENERAL SECRETARY

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