

OF INTEREST TO TEACHERS

New Job Descriptions for Local Church School Boards

New job descriptions are available for school board members and related functions in the local churches of the North American Division (NAD). The roles of school board chair, school board member, education leader, and Home and School Association president are part of the new church officer's handbook. The individual descriptions are available separately from the handbook. The NAD Department of Education authored the materials as part of an inter-departmental project.

The handbook's format and contents were designed to make it easy to recruit, motivate, and support the lay volunteers who provide the leadership and workforce in local churches across North America. This new publication replaces the "Church Officer's Manual" published in 1976 and the old departmental leaflets.

The handbook was officially announced at the NAD year-end meeting, which embraced the theme, "The Church Is for Ministry: A Gift Is a Terrible Thing to Waste." Charles E. Bradford, former NAD president, said, "A careful reading of Ephesians 4 reminds us that while each person has a specific gift, we *all* are called to be ministers."

Edited by the NAD Church Ministries staff, the handbook contains a series of looseleaf "ministry description" brochures assembled in a three-ring binder. Each brochure includes a brief statement about the role and function of the office as well as a quick introduction to the tools, resource materials, and training available from the denomination. More than job descriptions, these leaflets include Bible principles, the necessary time commitment, spiritual gifts, and additional information relating to the particular function.

"People are the most important resource in any congregation," states J. Lynn Martell, NAD Church Ministries director. "Good leadership means finding and motivating volunteers, so we designed this new tool to enhance this crucial function. In addition to describing the various ministries and positions, we include a worksheet for nominating committees."

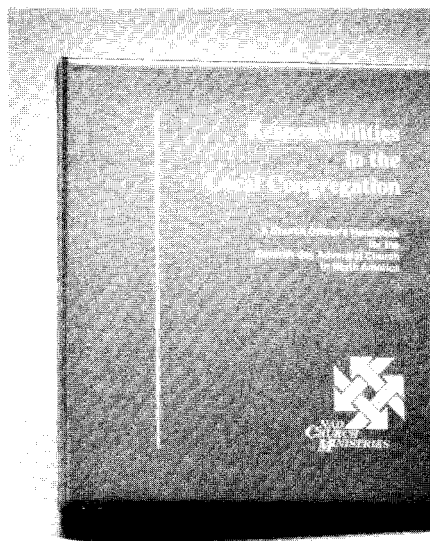
More than 200 people from across the division helped develop the handbook. "We looked at job descriptions written by a number of local churches across the division and asked some of those pastors and lay leaders to help write these new materials," says Martell. A fresh approach ensures that these "ministry descriptions" tackle issues and concerns unique to North America.

The volume is an inter-departmental

effort involving the Communication, Education, Health-Temperance, and Public Affairs and Religious Liberty departments. The Church Ministries Department coordinated the project. The book is published by the Review and Herald Publishing Association.

The series begins with 45 brochures, but titles will be added or dropped as their usefulness waxes and wanes. The open-ended design allows creation and regular updating of leaflets for each major office and responsibility in the church. For example, a leaflet is being written for the new role of Women's Ministries Coordinator.

Copies of this practical resource are available at Adventist Book Centers or by contacting the NAD Distribution hotline at 402-486-2519. *Responsibilities in the Local Congregation* costs \$17.95 in the United States, \$22.45 in Canada.—News Release from NAD Church Ministries Department.



New church officers' handbook.

Number of 'Discarded' Children Growing

"Nearly half a million American children currently live in foster homes, hospitals, and

detention facilities, and their number could reach 840,000 by 1995, according to a Congressional panel.

"Poverty, homelessness, substance abuse, and weak federal policies are 'propelling children into out-of-home care at an escalating rate,' concludes a report by the House Select Committee on Children, Youth, and Families.

"Social and economic conditions are hurting large numbers of American families in ways that our current child-welfare, mental-health and juvenile-justice systems were not created and are ill-prepared to address,' says the report, 'No Place To Call Home: Discarded Children in America.'—*Education Week*, vol. IX, No. 16, January 10, 1990. Reprinted by permission.

'Pats' Take the Fear Out of Visits to the Principal

"Most students worry when they find out they have to go to the principal's office, but not those at Alta Loma Elementary School in Peoria, Arizona. Every Friday morning students are selected by their teachers to go to the office. There they are greeted by principal Terri Manwaring and assistant Kevin Hill, who ask why the students were sent there and then showers them with praise. Computer-generated certificates

Corrections

Due to a transcription error, part of a sentence was omitted from Paul Hawks' article in the April-May 1990 issue. The first two full sentences on page 32 should have read: "The Scripture demands that a Christian be more than a walking encyclopedia or a bionic catalog of the various points of view on a particular subject. It calls one to use his intellectual abilities to make intelligent, well-informed decisions, to 'stand for truth.'" We apologize for this inadvertent error.

Caption for the top photo on page 67 in the Summer 1990 issue should have read "Entrance to the modern air-conditioned library at Pacific Adventist College, Port Moresby, Papua New Guinea."

Credit should have been given to the Trans-European Division for the photo at the upper right on page 40 of the Summer 1990 issue.

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are made in advance, stamped with a picture of the school mascot and signed by both administrators. They are to be taken home that night. After the certificates are handed out, the youngsters line up at the door for their 'Pat on the Back.'—*It Starts in the Classroom*, January 1990. Reprinted by permission from *It Starts in the Classroom*. Copyright 1990, National School Public Relations Association.

Federal Government Sets Uniform Standards for School Bus Driver Training

Provisions of the Commercial Motor Vehicles Safety Act of 1986 are moving school bus driver training toward more uniform standards in the area of licensing.

The federal law sets minimum standards for a commercial driver's license (C.D.L.) and requires that all U.S. states pass legislation meeting those standards by April 1, 1992. Under the law, school bus drivers who operate a vehicle that weighs more than 26,000 pounds (a standard school bus) or a smaller vehicle that carries 16 or

more passengers will be required to have a C.D.L. State legislation will vary, but federal standards require a two-part licensing test: Drivers must take a knowledge test with at least 30 questions (passing score: 80 percent) and a driving test in a bus similar to the one they will drive. The test must be taken once every four years.

Under the law, drivers will be issued only one commercial license. That means that they may not, for example, lose their license in one state for acquiring too many speeding tickets, then reapply in another state for another commercial license. A centralized clearinghouse will keep track of everyone in the U.S. who holds a C.D.L.

The clearinghouse will maintain records on the driver's age and Social Security number, but not individual driving records. To get that information, officials will have to call the state that issued the license.

Dietetics Students Help Local Food Bank

"A dietician at Fontbonne College has cooked up a project in which her students

work with the local food bank to help needy people make better use of surplus products.

"Students majoring in nutrition or dietetics create simple recipes using dairy products, such as buttermilk, yogurt, and cottage cheese, that often go to waste because food-bank recipients don't know how to use them. Then the students combine their recipes with basic information about nutrition and food storage to produce educational handouts.

"The food bank, a warehouse for products donated by government agencies, business, and industry for use by social-service agencies, distributes the handouts with the surplus items....

"Six months after the project began, [Ms. Landau, a former community nutritionist] says, the director reported that the food bank was no longer having 'trouble with perishables.'"—*The Chronicle of Higher Education*, January 24, 1990. Reprinted with permission, Copyright 1990 by *The Chronicle of Higher Education*.

Kid Video That Builds Character



True-to-life stories that hold interest and build character—just like the ones in *Guide* magazine—have come to video!

Each *Best of Guide* video is packed with three adventures and two music videos, plus live-action scenes with host Ron Pride.

The stories don't paralyze the thinking process like a movie or cartoon. Charming color illustrations give kids room to exercise their imagination. They watch the stories over and over, seeing for themselves the benefits of good character.

Video You Can Use

Teachers: Use it for morning worship, Bible class.
Sabbath School Leaders: Presentation, storytime.
Or use it during Vacation Bible School, children's church, baby-sitting at public meetings, and just to add fun to a rainy Sabbath afternoon. Also, it is a

quality gift for non-Adventists that does not excite doctrinal sensitivities.

Best of Guide Video, Vol. 1: On courage, compassion, trusting parents.

Vol. 2: On generosity, friendliness to strangers, and procrastination.

US\$19.95/Cdn\$24.95



Call your ABC to order.

