XII. MISCELLANEOUS

PERSONS CERTIFIED, DEACONESSES, AND DIACONAL MINISTERS, WIDOWS AND WIDOWERS

1. DEACONESSES (*** indicates retired status)

Campbell, Gladys***	P.O. Box 8 Lake Junaluska, NC 28745-0008	
Lee, Alice	1590 Anderson Avenue, #16G Fort Lee, NJ 07024-2710	W 201-585-7500
Manns, B. Lee	114 Valley Run Drive Cherry Hill, NJ 08002-3024	H 856-795-3247
McCahill, Helen G.	76 Whitefield Avenue, #321 Ocean Grove, NJ 07756-1805	H 732-988-1151
Purkey, Betty S.	2669 Lakemoore Drive Morristown, TN 37814-5931	H 423-307-5158
Rodriguez, Juanita	459 Manetta Avenue Lakewood, NJ 08701-3429	H 732-363-8109
Swarthout, Elizabeth***	P.O. Box 268 Lake Junaluska, NC 28745-0268	
Yoo, Sook Hee	17 Pearl Road Closter, NJ 07624-1620	H 201-784-4064

2. CERTIFIED MINISTERS OF CHRISTIAN EDUCATION

Bechtold, Steven	27 Ames Rd. Morristown, NJ 07960-2954	H 973-538-1299
Zito, Christina	20 Eaton Ct Jackson, NJ 08527-3936	H 913-961-4476

3. CERTIFIED DIRECTORS OF CHRISTIAN EDUCATION

Balzer, Marilyn	14 Parkhill Road Washington, NJ 07882-2353	H 973-689-6198
Hann, Carol Freeman	1148 Gibbsboro Road Voorhees, NJ 08043-2227	H 856-258-5919

4. CERTIFIED ASSOCIATES IN CHRISTIAN EDUCATION

Tocher, Linda J.	139 Mill Road Marlton, NJ 08053-7158	H 856-767-7083
Townsend, Ruth	PO Box 196 West Milford, NJ 07480-0196	H 973-632-3362

5. CERTIFIED CHURCH BUSINESS ADMINISTRATORS

Klemann, Diane	6 Cobblestone Lane Annandale, NJ 08801-2006	H 908-638-8483

6. CERTIFIED MINISTERS OF MUSIC

Godlefski, Anthony	117 Sunset Road Belle Mead, NJ 08502-5706	H 908-904-9225
Nilson, Donna J.	8 Wolfhill Avenue Oceanport, NJ 07757-1015	H 732-542-9384

7. CERTIFIED ASSOCIATES IN MUSIC

Popjes, Karen	59 Oakhill Road Midland Park, NJ 07432-1221	H 201-444-7066

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8. CERTIFIED IN SPIRITUAL FORMATION

Miller, Stafford J.	229 Marion Street Paterson, NJ 07522-1930	H 973- 956-1570

9. CERTIFIED IN EVANGELISM

McCahill, Helen G.	76 Whitefield Avenue, #321 Ocean Grove, NJ 07756-1805	H 732-988-1151

10. CERTIFIED LAY MINISTERS

Angel Bonilla	PO Box 3196 Jersey City, NJ 07303-3196	H 862-684-4712
Jay Brown	1145 S Beecham Rd Williamstown, NJ 08094-2123	H 856-728-3191
William Robert Chew	412 Paris Ave Brooklawn, NJ 08030-2529	H 856-456-7081
Derrick Davis	PO Box 164 East Orange, NJ 07019-0164	H 973-674-2532
Juan Flores-Ponce	476 Monroe Ave Elizabeth, NJ 07201-1477	H 908-344-7292
Helen Frances Hunter	140 Shepherd Ave Middlesex, NJ 08846-1149	H 732-356-5174
Carol Marie Hutchison	10 Isaacs Ln Egg Harbor Twp, NJ 08234-7361	H 609-927-0575
Dennis Wene	461 County Road 614 Asbury, NJ 08802-1334	H 908-735-5287

10. DIACONAL MINISTERS (*** indicates retired status)

Barton, Peggy L. ***	300 Willow Valley Lakes Dr, #B413 Willow Street, PA 17584-9442	H 717-464-8671
Bergen, Natalie***	91 Springhouse Drive Myerstown, PA 17067-3110	
Davis, Marguerite***	307 Fairview Avenue West Berlin, NJ 08091-2421	H 856-767-4517
Ewing, Betsy K***.	266 Merrimon Ave Asheville, NC 28801-1218	H 828- 251-5046
Foulks, Molly B.	36550 Chester Rd, Apt 4902 Avon, OH 44011-4014	
Garrett, William N.	39 Cubberley Road Princeton Junction, NJ 08550-3415	H 609-712-1059
Grant, Christa S. ***	74 W 29th Ave, Apt 1105 Eugene, OR 97405-3277	H 541- 434-4305
Kamph, Christine A.	10 Lochatong Road Ewing, NJ 08628-1903	H 609-882-2528
Styles-McClintock, Marian***	33 Leo Avenue Providence, RI 02904-1221	H 401- 351-1332
Nilson, Donna J.***	8 Wolfhill Avenue Oceanport, NJ 07757-1015	H 732-542-9384
Popjes, Karen	59 Oakhill Road Midland Park, NJ 07432-1221	H 201-444-7066
Townsend, Ruth	PO Box 196 West Milford, NJ 07480-0196	H 973-632-3362
Zahorbenski, Susan M.	13 N. Dover Avenue Somerset, NJ 08873-2510	H 732-846-8734

10. LAY MISSIONARIES

Quigg, Gail	416 Red Hill Road Pequea, PA 17565-9780	H 717-284-4788
Quigg, Steve	416 Red Hill Road Pequea, PA 17565-9780	H 717-284-4788

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Springer, Dianne	2210 71st Street Ln W Bradenton, FL 34205-5658	H 606-672-2581
Springer, Stephen	2210 71st Street Ln W Bradenton, FL 34205-5658	H 606-672-2581
Terhune, Hazel	1331 Christine Drive Lebanon, TN 37087-5697	H 615- 547-7728

11. RETIRED CLERGY MEMBERS (See Clergy Directory)

12 .WIDOWS AND WIDOWERS

Alnor, Jean	1306 Sioux Ridge Dr	Ogallala NE 69153-3316	(308) 478-5418
Anderson, Phyllis	1315 Massachusetts Sq	Sanford NC 27332-8320	(919) 499-5960
Applegate, Patricia	202 Lions Head Blvd. South	Brick, NJ 08723-7824	(732) 281-8512
Arnold, Avon	44 Gardenbrook Ln	Willingboro NJ 08046-3010	(609) 871-0086
Ault, Dorothy	25 Thornton Way Apt 310	Brunswick ME 04011-3280	(201) 798-7946
Austin, Ethel Colvin	12803 Lusbys Ln	Brandywine MD 20613-7878	(301) 782-2873
Ballentine, Clifford	345 Center Grove Rd	Randolph NJ 07869-2016	(973) 895-2841
Bedell, Cynthia	5 Whittle Pl	Palm Coast FL 32164-7203	(904) 445-6731
Beemer, Ruth	79 Stockton Ave	Ocean Grove NJ 07756-1141	(732) 775-8219
Bennett, Hazel	1110 Marshall Rd	Greenwood SC 29646-4216	(864) 227-7423
Berry, Daisy	319 W Park Dr	Bridgeton NJ 08302-3878	(856) 451-2770
Black, Clara	105 Miller Ave	Cherry Hill NJ 08002-2927	(856) 662-3245
Booth, Rachel	825D Halsey Rd	Monroe Township NJ 08831-7249	(609) 655-4961
Bovill, Marion	495 Tropical Isles Cir	Fort Pierce FL 34982-7920	(772) 460-2998
Brown, Barbara A	324 Society Hill Blvd	Cherry Hill NJ 08003-2413	(856) 751-8603
Bryant, Sylvia B	363 Claremont Ave Apt 3	Montclair NJ 07042-1840	(973) 783-6339
Burbank, Carmie	28 Belvedere Ter	Yarmouth Port MA 02675-1301	(508) 362-9751
Burns, Arlene	1522 Wishing Well Ln	Manasquan NJ 08736-2252	(732) 223-8002
Callender, Ada	438 E Shore Trl Apt 302	Sparta NJ 07871-1207	(973) 729-6295
Canfield, Glaucia	191 Kearny Ave	Kearny NJ 07032-2437	(732) 679-7347
Carlisle, Helen	2201 Bay Ave Apt 165	Ocean City NJ 08226-2572	(609) 398-5028
Carter, Betty	PO Box 308	Chatsworth NJ 08019-0308	(609) 726-1333
Clark, Kathryn	3711 Masters Ct	League City TX 77573-4402	(281) 549-4597
Clarke, Diane	PO Box 533	Albrightsville PA 18210-0533	(570) 722-0191
Collins, Margaret	33 Adams Ave	Port Republic NJ 08241-9752	(609) 652-7136
Cramsey, Joan	PO Box 125	Cornwall PA 17016-0125	(717) 228-2062
de Beaumont, Eva	2201 Bay Ave	Ocean City NJ 08226-2568	(609) 399-8505
Dexheimer, Celesta	1800 W Main St	Waynesboro VA 22980-2218	(540) 943-6106
Dunk Schauer, Alice	11620 4th St E	Treasure Island FL 33706-4403	(727) 363-0423
Eckman, Dawn	549 Old Mill Rd	Spring Lake NJ 07762-1960	(732) 449-5018
Eppinger, Tracy	9309 S Orange Blossom Trl Apt 526	Orlando, FL 32837-8313	(407) 230-8011
Facey, Gloria	1232 Cypress Shadow Ct	Murrells Inlet SC 29576-7444	
Fawcett, Louise	135 Eastern Pkwy Apt 3K	Brooklyn NY 11238-6050	(718) 622-3794
Foote, Lois Ann	1552 Ferrell Rd	Monroeville NJ 08343-2717	(856) 478-2732
Forsman, Carol J	131 Eastern Ave	Somerville NJ 08876-2503	(908) 429-3905
Frias, Oneida	84 Cedar Pl	Wayne NJ 07470-5833	(973) 709-0772
Gandek, Ruth	35 W Peachtree Ct	Mount Laurel NJ 08054-2571	(856) 439-2716

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Garrahan, Caroline	1012 S Shore Rd	Marmora NJ 08223-1010	
Garrett, Julia	50 Lacey Rd Ste D110	Whiting NJ 08759-4420	(732) 849-2510
Gary, Mabel B	102 Woods Way	Elkton MD 21921-4609	(636) 625-2559
Geyer, Nancy	210 Cokesbury Cir	Lake Junaluska NC 28745-8760	
Gibson, June	967 Hand Ave	Cape May Court House NJ 08210-1836	(609) 465-7044
Gilbert, Dorothy F	200 Bristol Glen Dr Apt 371	Newton NJ 07860-2362	(973) 579-1999
Green, Barbara G	5014 Smallwood Drive	Bethesda, MD 20816-2830.	(301) 652-7024
Green, Edythe S	255 Possum Pk Rd Apt 302	Newark DE 19711-3880	(302) 369-6355
Griffith, Gertrude	70 Stockton Ave Apt 508	Ocean Grove NJ 07756-1144	(732) 774-1316 ext. 506
Hamilton, Barbara Ann	247 Burrwood Ave	Haddon Township NJ 08108-1724	(856) 858-7721
Hanjian, Clara S.	33 Island View Ter	Ocean View, NJ 08230-1131	(609) 545-0442
Hansen, Barbara	11 Quarry Rd	Stewartsville NJ 08886-3108	(908) 454-4806
Heulitt, Laverne	71 S Maple Ave	Marlton NJ 08053-2032	(856) 596-2426
Hewitt, Ruth H	PO Box 128	Lemont PA 16851-0128	(815) 238-6564
Hill, Carol	121 Nebraska Cir	Sebastian FL 32958-6702	(772) 388-9033
Houtain, Edna	(Died Aug. 26, 2012)		
Hulitt, Gladys	433 W 5th St Apt 109	Waconia MN 55387-1745	(609) 390-9009
Infanger, Frances	906 Valley Rd	Gillette NJ 07933-1809	(908) 604-0026
Jefferson, Elizabeth	22 Brunswick Rd	Montclair NJ 07042-3013	(973) 746-9604
Jewett, Elizabeth	10869 Hilltop Ln	Columbia MD 21044-3722	(352) 373-3925
Johnson, Maureen	2043 Deerfield Run	Snellville GA 30078-2403	
Jones, Doris	104 N Washington St Apt 202	Herkimer NY 13350-2028	(315) 866-1223
Jones, Karen R	26 Hoyt St	Madison NJ 07940-1604	
Jordan, Beverly	78 Heath Vlg	Hackettstown, NJ 07840-4008	(908) 684-5187
Kaslow, Irma	1421 Phila. Ave Apt 241	Chambersburg PA 17201-4912	(717) 261-1056
Kingston, Betty A	28 Old Washington Crossing Rd	Titusville NJ 08560-1506	(609) 737-2710
Kirk, Dorothy	PO Box 914	Crossville, TN 38557-0914	(931) 788-6515
Kolb, Jeanne	1 Joann Dr	Barrington RI 02806-2213	(401) 246-1043
Layton, Anne	610 Academy Dr	Point Pleasant Boro NJ 08742-2811	(732) 751-1190
Layton, Patricia	PO Box 171	Oil Springs KY 41238-0171	(606) 297-3837
Leaming, Elizabeth	RT 1 Apsley	Apsley, Canada ON KOL 1AO	(705) 656-3539
Mabry, Mildred	813 NW Greenwich Ct	Port Saint Lucie FL 34983-3403	
Marino, Cathryn E	PO Box 23	Mauricetown NJ 08329-0023	(856) 785-2054
Marshall, Carol	PO Box 327	Fortescue NJ 08321-0327	(609)383-9088
McCombs, Roslyn R.	1344 Denmark Road	Plainfield, NJ 07062-2017	(908) 791-0468
McElroy, Grace	(Died Apr. 3, 2013)		
Moore, Margaret	500 Corbitt Dr	Wilmore KY 40390-1023	(859) 858-4099
Musgrove, Evelyn J.	14 Edge Ct	Willingboro, NJ 08046-2412	(609) 835-0163
Niessner, Judy	46 Zimmerman Rd	Tabernacle NJ 08088-9332	(609) 268-9762
Parker, Eugenia	1463 Emerson Ave	Atlantic City NJ 08401-1637	(609) 345-5814
Payne, Joyce	4436 Meandering Way # 320	Tallahassee FL 32308-5740	(850) 877-0081
Pedrick, Jane	1716 Birch St	Newfield NJ 08344-2139	
Pendleton, Carolyn D	658 Howard Ave	Atlantic City NJ 08401-2333	(609) 348-8132
Phillips, Kathryn S	9 Marigold Ct	Mount Laurel NJ 08054-2538	(856) 273-8706

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Pine, Verna	524 Cherrington Ct	Westerville OH 43081-3001	(614) 865-3256
Post, Ellen	419 Reeds Lndg	Springfield MA 01109-2059	(508) 240-5810
Price, Carol Sue	926 Fatherland St	Nashville TN 37206-3716	(615) 262-7042
Propert, Edith	535 N Oak Ave Rm 201A	Pitman NJ 08071-1025	(856) 589-7800
Propert, Frances	59 Edgemont Ln	Willingboro NJ 08046-2228	(609) 835-1028
Purushothaman, Rahmachanth	591 Hoes Ln	Piscataway NJ 08854-5093	(732) 878-1298
Raver, Dorothy K	704 10th St	Riverton NJ 08077-1715	
Reed, Hazel	1867 Carnoustie Ct	Finksburg MD 21048-1558	
Richards, Marilyn M	84 Hamilton Ave	Massapequa NY 11758-3901	
Richardson, Patricia	2807 Hart St	Charleston WV 25304-1129	(304) 345-0225
Riley, Jean M	20 Saint Peters Pl	Keyport NJ 07735-1441	(732) 264-5339
Robinson, Joan G.	293 Pavonia Cir	Marlton NJ 08053-5913	(856) 371-4076
Rolfs, Donna	2980 W Long Dr Apt D	Littleton CO 80120-8138	(720) 255-2338
Rousseau, Josephine	511 Wrightstown Sykesville Rd	Wrightstown NJ 08562-1500	(609) 723-8392
Rousset, Louise	113 Windtryst Way	Belvidere NJ 07823-1945	(908) 475-8745
Rubey, Elsie June	129 Simpson Ave	Ocean City NJ 08226-4240	
Rubio, Rita	631 Sheridan Woods Dr	Melbourne FL 32904-3303	(321) 723-0133
Rutan, Marion	5790 Denlinger Rd Apt 322	Dayton OH 45426-1838	(937) 854-8391
Schanck, Winnie	146 Applewood Dr	Swedesboro NJ 08085-1538	(856) 241-1379
Schear, Sarah D	5824 Osceola Rd	Bethesda MD 20816-2033	
Schopp, Jane	223 Elm Ave	Riverton NJ 08077-1215	(856) 786-1499
Seeland, Mary Ann	764 W Bay Ave	Barnegat NJ 08005-2128	(609) 698-8110
Seese, Rose	1 Hawthorne Rd	Gibbsboro NJ 08026-1413	(856) 784-9525
Shannon, Ruth P	535 Perry Auger Rd	Upper Black Eddy, PA 18972-9650	
Smith, Gloria	274 Honeysuckle Ct	Toms River NJ 08753-1320	(732) 341-1460
Smith, Helen	(Died May 16, 2012)		
Smith, Jane	9 Whispering Woods Ln	Sparta NJ 07871-3482	(973) 827-3402
Stevens, Bertha D	2517 Sherman Ave	Pennsauken NJ 08109-2760	(856) 663-3377
Stillwell, Myrtle I	121 Oswego Ave	Audubon NJ 08106-2050	(856) 547-0084
Stockwell, Margaret	Yerbal 2411 8 P, 1406	Buenos Aires , Argentina	(541) 146-1178
Strang, Louise	9 Wiscassett Ave	Ewing NJ 08618-1839	(609) 818-0199
Stratton, Linda	69 E Utica St	Oswego NY 13126-2754	(201) 934-1893
Thielking, Mezzie	11 Pike Ave	Millville, NJ 08332-4125	(856) 825-7537
Thomas-Knecht, Janice	509 Route 530 Apt 374	Whiting NJ 08759-3170	(732) 350-2733
Tonkinson, Ada D.	46 Thornwood Dr	Poughkeepsie NY 12603-4632	
Torgersen, Janet	PO Box 429	Hackettstown NJ 07840-0429	(908) 852-8630
Torgersen, Jean T	30 Rainier Ct	Hackettstown NJ 07840-2819	(908) 813-0603
van der Loo, Audrey	105 Aberdeen Cir	Egg Harbor Township, NJ 08234-7563	(609) 926-0935
Waller, Bernita	370 S Harrison St Apt 306	East Orange NJ 07018-1238	(862) 520-2918
Wang, Jetty	58 Mulberry Ln	Easthampton MA 01027-8000	(413) 527-2803
Westley, Helen	(Died Nov. 19, 2012)		
Westover, Donald	516 Sandy Shore Dr	Mount Bethel, PA 18343-6253	
Wetherell, Regina T.	791 Oakville Rd	Macon NC 27551-9588	
Wilcock, Gloria	2 Honeysuckle Ct	Marlton NJ 08053-4403	(856) 985-5379

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Williams, Beverley	97 Chatham Ct	East Windsor NJ 08520-2643	(609) 448-6860
Wilson, Annabel C	121 Abbott Ave	Ocean Grove NJ 07756-1263	(732) 775-4876
Wilson, Ruth	219 Vine Cir	Martinsburg WV 25405-6496	(973) 600-8035
Winner, Margaret RH	99 E Main St	Marlton NJ 08053-2122	(856) 810-3757
Worth, Dorothy	640 Willow Valley Sq Rm 104	Lancaster PA 17602-4870	(717) 464-6623

SAFE SANCTUARIES POLICY

Greater New Jersey Annual Conference Safe Sanctuaries Policy: Reducing the Risk of Abuse in Ministry with Children, Youth or Vulnerable Adults

The following policies shall apply to all programs dealing with children, youth (under 18), and vulnerable adults:

1. Personnel policies for all programs, both church and non-church,
   A. Shall require:
      i. A volunteer application form such as the GCFA recommended volunteer application form, available from the GNJAC website, shall be used for screening all workers, regular and occasional.
      ii. A background check is required for all regular workers, lay and clergy.
      iii. Volunteer workers, regular or occasional, shall be regular attendees of a local congregation for at least six months before being allowed to supervise such programs.

   B. May use the on-line GNJAC approved service for background checks as described on the GNJAC website.

   C. It is recommended to the Board of Ordained Ministry that a background check be completed for all clergy under appointment who have not previously had such check made.

   D. The cost of all background checks is to be paid by the church, board or agency requesting them.

2. Screening forms and background checks:
   A. Shall be reviewed by the Chairperson of the Staff/Pastor Parish Relations Committee, the supervisor of the prospective employee(s) or volunteer(s) and the pastor.
   B. Screening forms and background checks shall be maintained in the confidential personnel files of the church after the termination of any employee.
   C. These screening and background checks shall be required of all persons unless a more stringent check is required to satisfy the standards of a licensing agency.

3. All such programs shall be clearly differentiated between those which are church operated, and those which are non-church operated.

Compliance with these policies and adoption of a Safe Sanctuaries Policy by a local church shall be reported through a written question to be answered as a part of the Charge Conference Report.

Basic Standards Assumed: The following are basic assumptions made as they relate to local church programs for children, youth and vulnerable adults.

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1. All buildings in which such programs are housed shall have any necessary "certificates of occupancy."
2. All groups conducting such programs shall have the necessary certificates of insurance for both liability and workers compensation. They shall be displayed as required by law.
3. All such programs shall conform to Federal and State wage and tax laws for employees.

The Greater New Jersey Annual Conference, through the Conference Children, Youth and Young Adult Coordinator and the Conference Media Center shall resource local churches with materials, persons, training opportunities, and guidelines for establishing effective measures that will reduce the risk of emotional, physical or sexual abuse of children and youth in the local church; and each district within the annual conference shall designate persons who will, in partnership with the annual conference, develop and implement measures that will reduce the risk of child /youth abuses in the local church; and

The resource **Safe Sanctuaries** by Joy T. Melton and/or **Reducing the Risk of Child Sexual Abuse in Your Church** by Richard R. Hammar, et al. shall be the model by which churches shall develop their policy and that each policy while unique to each local church setting, shall contain at least the following six measures:

1. Screening, selection, and annual training of all paid and volunteer workers with children, youth and vulnerable adults
2. Supervision and procedures
3. Reporting to Allegations of abuse
4. Responding to abuse
5. Education of the entire congregation about the policy
6. Annual review of the policy by a designated group within the local church

The Greater New Jersey Annual Conference shall set the last Sunday in September as SAFE SANCTUARIES SUNDAY, and that the Annual Conference shall supply resources for worship for this Sunday.

Definition of Terms:

VULNERABLE ADULTS: Those adults with diminished physical, mental, or emotional capacities.

CHURCH PROGRAMS/NON-CHURCH PROGRAMS AS RELATED TO INSURANCE: Programs relating to children, youth and vulnerable adults are covered under the conference-wide Property and Casualty Insurance Program so long as they are church operated. That is, the church must have control over starting and stopping the operation, hiring or firing the employees, and the management of the day-to-day operations. The decision to operate a program, as described above, should be a matter of record in the meeting minutes of the Administrative Board or Board of Trustees of the local church. This will lay to rest the question of whether it is a church operated or a non-church program that is using the church premises. The non-church program is not covered by the conference insurance and the church should be sure that these non-church programs carry a minimum of $1,000,000 General Liability Insurance and are covered by Workers' Compensation insurance. Certificates of these insurance coverages should be requested and received by the church annually. The Annual Conference and the local church should be named as additional insureds on these policies. The employees of the church-operated childcare centers are covered under the Workers' Compensation Program and as such should be reported on the annual Workers' Compensation salary audit of the local church.

SCREENING FORMS: Screening forms for use with volunteers are designed to assist the local church in gaining information on persons who are applicants for working in church programs with children, youth and vulnerable adults. Their use is designed to enhance the protection of those who participate in the programs. The use of the screening process should be required in both "church" and "non-church" programs.

BACKGROUND CHECKS: As with the screening forms, background checks are designed to protect those individuals involved in the programs offered by the church to children, youth and vulnerable adults.

Co-sponsors: The Conference Youth Ministry Team, The Bishops Initiative on Children and Poverty, The Board of Ordained Ministry and The Commission on Status and Role of Women

CLERGY/LAITY SEXUAL MISCONDUCT, ABUSE AND HARASSMENT POLICY FOR THE GREATER NEW JERSEY ANNUAL CONFERENCE (Approved at the 2009 Annual Conference)

All references to the *Book of Discipline* are in the 2008 edition. Paragraph numbers are for easy reference and may change with future editions of *The Book of Discipline*. Unless there are substantive changes to the content of the *Book of Discipline*, the Policy will be updated to reflect the current *Book of Discipline* as editorial changes without the need to re-approve the Policy. Future name changes of Greater NJ Annual Conference will also be updated as editorial changes.

I. Context

For the purpose of this policy, we will use "clergy" or "clergyperson" to refer to all ordained, commissioned, consecrated, licensed local pastor, supply pastor and Certified Lay Minister.

II. Purpose

Clergy are in a position of great trust, power and responsibility. This provides the opportunity for unique relationships of grace and caring. While most clergy remain faithful to their vows and their covenant with God and the church, there are clergy who sometimes violate the trust given them. Sexual misconduct is one grave violation of this trust. We also acknowledge that laypersons can engage in acts of sexual misconduct, abuse and /or harassment. This policy seeks to address the abuse of power by all clergy and laity who engage in sexual misconduct, abuse, and/or sexual harassment. (See Section IV for definitions)

Incidents of sexual misconduct, abuse, and/or harassment have been reported in United Methodist Churches, agencies, and institutions. It is both the ethical and legal responsibility of the Annual Conference to ensure that there are mechanisms for addressing grievances in these matters. The intent of this document is to provide guidance to both laity and clergy of the Annual Conference, and to the local churches contained therein regarding clergy/lay sexual misconduct, abuse, and/or harassment.

It is our hope, as the people of Christ that this policy will help serve to guard against inappropriate behavior and be a guide for our community of faith as we seek to handle grievances should sexual misconduct, abuse, and/or harassment occur.

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III. Theological Foundation

All persons are created by God. In the Genesis stories, as in the life, death, and resurrection of Jesus, it is affirmed that we are created in the image and likeness of God. God values human life, intending all women, men, and children to have worth and dignity in all relationships with God and others. God calls us into covenant with each other as children of God and as the body of Christ. The scriptures remind us that Jesus was sent into this world that we might experience whole relationships with each other and God. "There is neither Jew nor Greek, there is neither slave nor free, there is neither male nor female, for you are all one in Christ Jesus." (Galatians 3: 28 RSV)

We affirm that our human bodies are good gifts from God and our sexuality is an integral part of our humanity. Healthy sexuality, and appropriate expressions of it, are derived from the goodness of the gift. As children of God, we are holy in Christ and created equal. Where one is injured, physically, emotionally or spiritually, all are rendered less than God's intended wholeness. Sexual misconduct, abuse, and/or harassment is an exploitation of power and abuse of position that uses sexuality as an excuse and distorts the relationships and blessedness of relationships and the upbuilding which God desires for humanity. It is sinful behavior.

One who repents for sinful behavior is promised forgiveness. However, discipline should be distinguished from forgiveness. A clergyperson guilty of sexual misconduct needs and may receive forgiveness and be offered avenues for redemption and change. Forgiveness, however, does not excuse one from responsibility to the community and accountability for the brokenness caused by one's behavior. The church must still take steps to protect the people of God.

IV. Definitions

Sexual Misconduct

It is sexual misconduct when a person within a ministerial role of leadership (pastor, educator, counselor, youth leader or other position of leadership) engages in sexual contact or sexualized behavior with a congregant, client, employee, student, staff member, co-worker, or volunteer within the ministerial relationship. (1996 *Book of Resolutions*, pp. 128-132, 2008 *Book of Resolutions* p.134)

Examples of ministerial relationships:

- Pastor/member of church
- Supervisor/church employee
- Youth pastor/youth
- Sunday School teacher/student
- Pastor/student intern
- Pastoral counselor/counseled

Examples of sexualized behavior or sexual contact:

- Displaying sexually suggestive visuals
- Making sexual comments or innuendos about one's own or another person's body
- Touching another person's body, hair, or clothing
- Touching or rubbing oneself sexually in the presence of another person
- Kissing; fondling; sexual intercourse

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This understanding is equally applicable in the context of ministries in which there are no "parishioners" but there is a community which acknowledges the authority of the clergyperson or lay worker as a spiritual leader or other ministries in which the ministering person serves a community much wider than the membership of the local congregation.

At the core of this definition of sexual misconduct is the abuse of power and trust that occurs when a ministering person initiates or allows sexual behavior with someone who is in a relationship of trust and/or dependence. Sexual misconduct breaks a sacred trust. Any such sexual misconduct is a violation by the ministering person who then bears the responsibility for his/her behavior.

Sexual Harassment

Sexual harassment is any unwanted sexual advance or demand, either verbal or physical that is reasonably perceived by the recipient as demeaning, intimidating, or coercive. Sexual harassment must be understood as an exploitation of a power relationship rather than as an exclusively sexual issue. Sexual harassment includes, but is not limited to, the creation of a hostile or abusive working environment resulting from discrimination on the basis of gender. (1996 *Book of Discipline* ¶161.1, p.101, 2008 *Book of Discipline* ¶161.1, p.104)

Suggested guidelines for determining hostile environment:

- Is the behavior sexual in nature or gender specific?
- Is the behavior unwelcome?
- Is the behavior severe or pervasive enough so that it creates an environment which interferes with one's ability to work, get an education, or participate in ministry?

Sexual harassment also includes the development or attempted development of a sexual or romantic relationship between a clergyperson or lay worker and a person with whom he/she has a ministerial relationship, when that is an unwanted or inappropriate relationship.

Sexual Abuse

Sexual abuse is a sexual invasion of the body by force. Sexual abuse may be: rape, sexual assault, incest, indecent exposure, statutory rape, indecent assault, and aggravated indecent assault. Sexual abuse is also an internal assault, a deliberate violation of emotional integrity, and a hostile and degrading act of violence.

Domestic Violence

Domestic Violence Policy

It is not enemies who taunt me—I could bear that: It is not adversaries who deal insolently with me—I could hide from them. But it is you, my equal, my companion, my familiar friend, with whom I keep pleasant company. Psalm 55: 12-14a NRSV.

The Psalmist captures the feelng of many victims of domestic violence: the pain of being betrayed and injured by a loved one.

What is Domestic Violence?

Any abusive, violent, coercive, forceful, or threatening act or word inflicted by one member of a family or household on another can constitute domestic violence.

The United Methodist Church affirms the sacredness of all persons and their right to safety, nurture and care. It names domestic violence and sexual abuse as sin and pledges to work for their eradication. *2008 Book of Resolution*, p.59. Thus, we recognize domestic violence as an immoral act and a chargeable offense for both clergy and laity. 2008 *Book of Discipline*,¶ 2702.1 and ¶ 2702.3

We celebrate God's gift of intimacy, the image of God in each person, the inherent right of each person to health, wholeness, and safety, and we commit ourselves to working toward the elimination of domestic violence.

V. Standards for Clergy Conduct

A. Clergy related to the Annual Conference are always accountable for the ways they respond to persons who ask their ministerial assistance and over whom they have authority. Any breach of this ministerial relationship, ministerial responsibility, and ministerial authority is abusive and unethical.

B. Clergy often relate to persons who are fragile and vulnerable, and therefore must exercise special care:
   1. That clergy are psychologically, emotionally, and spiritually healthy.
   2. That there has been proper and adequate preparation and education as well as adequate continuing education for providing appropriate help for those under their care.
   3. That they seek counsel, advice, and supervision.
   4.

C. Clergy sexual misconduct, abuse, and/or harassment places an unfair and unavoidable burden on the victim of such conduct. It is in the best interest of the entire church to inform the laity concerning appropriate standards of ministerial conduct.

D. Clergy self-discipline requires self-awareness and takes for a standard of ethics those implied and described in the vows of ordination and consecration. (1996, *Book of Discipline*, ¶301-¶365) Personal integrity and mature professional conduct are a part of every ministerial relationship. This prohibits any sexual behavior with a parishioner, colleague, staff, or client entrusted to his or her sacred care.

E. All clergy have the responsibility for developing healthy and ethical relationships with other persons. Married clergy have covenanted to nurture and maintain a faithful marital relationship. The covenant also reminds single clergy that dating relationships must maintain full attention to sexual conduct as understood in Christian teaching and the Book of Discipline of the United Methodist Church. (1996 *Book of Discipline*, ¶65)

F. When clergy are providing professional pastoral counseling to persons in their church or community, it is understood that they shall keep appropriate standards of professional behavior and boundaries in that relationship. It is also recommended that clergy seek supervision for their counseling by a certified counselor supervisor to ensure that proper counseling relationships are maintained.

VI. Standards for the Conduct of Laity

Within the United Methodist connection, lay persons are also called to a standard of conduct which stands against sexual misconduct, abuse and/or harassment as outlined in 2008 *Book of Discipline* ¶2702.3. Laity have the responsibility for not creating hostile environments as a result of sexual harassment, abuse and/or sexual misconduct against clergypersons or other laity. (*Book of Discipline* ¶ 605.8)

VII. Honoring Perceptions of Reality

We understand that intentions and perceptions are not always the same. It is our policy to treat seriously a person's perception of the truth of their experience if/when sexual harassment, abuse, and/or misconduct are reported.

VIII. Confidentiality

The primary purpose of this policy is to encourage and support victims of sexual harassment, abuse, and/or misconduct to report such incidents, by providing a process that protects them from intimidation and preserves their dignity. We recognize that there also may be occasions when persons are falsely charged with sexual harassment, abuse and/or misconduct. In either case, it is of the utmost importance that confidentiality be assured for both the victim and the accused, and that advocates, church officials and others who may be involved in the process take every reasonable and legal precaution to honor the issue of confidentiality.

Some instances of sexual harassment can be resolved easily and informally between parties. In all other instances, misconduct of a sexual nature or abuse within the local church should be reported to a Contact Person for sexual harassment and abuse. If the conduct involves a clergy person, the complainant may consider filing a written complaint and/or speaking with a District Superintendent.

IX. Compassionate Advocates

The Greater New Jersey Annual Conference of the United Methodist Church provides the following support system to assist any individual who has a concern about an issue of sexual misconduct, harassment, or abuse with the church.

Listed at the end of this document are Compassionate Advocates trained by the Annual Conference and who will provide immediate support and direction for persons who feel that they have been sexually abused or harassed. Compassionate Advocates will explain policy and procedure and will provide confidential guidance throughout the process and respect confidentiality. Compassionate Advocates will be available for the complainant, the accused and the church.

We urge all related institutions/agencies in the Greater New Jersey Annual Conference to identify and train Compassionate Advocates to serve within their organization.

X. Process

The Greater New Jersey Annual Conference will adhere to the following steps when an accusation of sexual misconduct, harassment or abuse is brought to the attention of a District Superintendent:

1. A letter shall be provided to both the complainant and the accused at the time they first contact or are contacted by the District Superintendent. These letters are included in this policy as *Appendix A*.

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2. Limit all media responses on behalf of the Church/Conference to the Bishop or the Bishop's designate.
3. If the complainant chooses to file a written complaint, the process will proceed as indicated in the 1996 *Book of Discipline*, section XIV ¶358, 2008 *Book of Discipline* section XV ¶ 361.
4. A complainant has the option of following church policy and discipline when bringing a complaint of sexual misconduct against a pastor. They also have the option of seeking legal advice and filing charges.
5. Any incidence of sexual abuse in which the victim is a minor is a crime and must be handled appropriately. Anyone within the church who becomes aware of a child abuse issue is morally—for clergy, legally required—obligated to take steps necessary in the attempt to prevent further harm to the child. If an incident of child abuse occurs involving a church employee or volunteer within the church building or at any church activity, or if a minor brings forth a complaint of sexual abuse it must be reported to the local authorities.

The Greater New Jersey Annual Conference recognizes that accusations of misconduct of a sexual nature can be harmful to the whole congregation. The Greater New Jersey Annual Conference will provide support to the church affected by these accusations by providing guidance from the Leadership Advocacy Team and counsel in the form of a response team.

For Your Information

If you feel that you have been the victim of clergy sexual misconduct, abuse, and/or harassment and wish to find peace, justice, healing, and resolution, please contact:

Any of the District Superintendent's Offices OR The Bishop of the Greater New Jersey Area of the United Methodist Church:

Bishop John R. Schol
1001 Wickapecko Drive
Ocean, NJ 07712
(732) 359-1010

OR

Rev. Charles A. Bender
Episcopal Assistant
21 Guernsey Place
Woodstown, NJ 08098
(856) 769-9228

District Superintendents:

Cape Atlantic
Rev. Paul Maliel
PO Box 86
Northfield, NJ 08225-0086
(609)272-3128

Capital
Rev. Varlyna D. Wright
1985 Pennington Rd.
Trenton, NJ 08618-1106
(609)538-0048

Delaware Bay
Rev. Richard Nichols
PO Box 125
Woodstown, NJ 08098-0125
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Gateway North
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Issued: September, 1998
Revised: June 2013

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Rev. Barbara Rambach
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