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
Rodriguez, Juanita	126 No. Hope Chapel Rd Lakewood, NJ 08527-2960	H 732-363-8109
Swarthout, Elizabeth***	266 Merrimon Ave Ashville, NC 28801-1218	
Vickery, Mollie	177 Ross Ave Hackensack, NJ 07601-3674	H 201-546-7555
Vickery, M. Scott	177 Ross Ave. Hackensack, NJ 07601-3674	H 201-546-7555
Yoo, Sook Hee	63 Prospect St. Belleville, NJ 07109-2666	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	4017 Ravensway Ct Pearland, TX 77584-7781	H 908-246-2807

6. CERTIFIED MINISTERS OF MUSIC

Godlefski, Anthony	117 Sunset Road Belle Mead, NJ 08502-5706	H 908-295-2252
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

8. CERTIFIED IN SPIRITUAL FORMATION

Miller, Stafford J.	405 Fairview Ave West Berlin, NJ 08091-2420	H 973- 626-0835

9. CERTIFIED IN EVANGELISM

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

10. CERTIFIED LAY MINISTERS

Brown, Jay	1145 S Beecham Rd Williamstown, NJ 08094-2123	H 856-728-3191
Chew, William Robert	412 Paris Ave Brooklawn, NJ 08030-2529	H 856-456-7081
Flint, Janine Osman	7 Centauri Ave Sewell, NJ 08080-2101	H 856-270-2895
Flores-Ponce, Juan	476 Monroe Ave Elizabeth, NJ 07201-1477	H 908-344-7292
Gordon, Cynthia	8 Westminster Dr Monroe Twp., NJ 08831-5143	H 609-655-7721
Hartman, John	511 Maxim Dr Andover, NJ 07821-2927	H 973-398-4568
Hunter, Helen Frances	140 Shepherd Ave Middlesex, NJ 08846-1149	H 732-356-5174
Jafolla, Dawn	75 Eighth St Salem, NJ 08079-1032	H 609-744-4084
Laux, Fred	92 Brink Rd Sussex, NJ 07461-3224	H 973-875-6718
Sharf, John (Jack)	28 Cross Rd Morris Plains, NJ 07950-3246	H 973-540-0238
Sommers, Diane May	PO Box 389 Sparrow Bush, NY 12780-0389	H 845-856-1815

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
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
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
Springer, Dianne	2210 17st 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	(308) 478-5418	1306 Sioux Ridge Dr	Ogallala NE 69153-3316
Anderson, Phyllis	(919) 499-5960	1315 Massachusetts Sq	Sanford NC 27332-8320
Applegate, Pat	(732) 281-8512	202 Lions Head Blvd S	Brick NJ 08723-7824
Arnold, Avon	(609) 871-0086	44 Gardenbrook Ln	Willingboro NJ 08046-3010
Ault, Dorothy	(201) 798-7946	25 Thornton Way Apt 310	Brunswick ME 04011-3280
Austin, Ethel Colvin	(240) 244-1267	11605 Assisi St	Upper Marlboro MD 20772-5432
Ballentine, Clifford	(973) 895-2841	345 Center Grove Rd	Randolph NJ 07869-2016
Baum, Doris	(570) 465-3205	5000 Fairbanks Ave Apt 144	Alexandria VA 22311-1227
Bedell, Cynthia	(904) 445-6731	5 Whittle Pl	Palm Coast FL 32164-7203
Bennett, Hazel	(864) 227-7423	1110 Marshall Rd	Greenwood SC 29646-4216
Black, Clara	(856) 662-3245	105 Miller Ave	Cherry Hill NJ 08002-2927
Booth, Rachel	(609) 655-4961	825d Halsey Rd	Monroe Township NJ 08831-7249
Bovill, Marion	(772) 460-2998	495 Tropical Isles Cir	Fort Pierce FL 34982-7920
Brennan, Christine	(856) 537-7191	14 Blanchard Dr	Woodbury NJ 08096-6727
Brown, Barbara A	(856) 751-8603	324 Society Hill Blvd	Cherry Hill NJ 08003-2413
Brown, Gail	(201) 327-4377	171 Hawkin Rd	New Egypt NJ 08533-2604
Bryant, Sylvia B	(973) 783-6339	363 Claremont Ave Apt 3	Montclair NJ 07042-1840
Burbank, Carmie	(508) 362-9751	28 Belvedere Ter	Yarmouth Port MA 02675-1301
Burns, Arlene	(732) 223-8002	1522 Wishing Well Ln	Manasquan NJ 08736-2252
Burton, Dawn B	(856) 753-9492	192 Heights Ave	West Berlin NJ 08091-1934
Callender, Ada	(973) 729-6295	438 E Shore Trl Apt 302	Sparta NJ 07871-1207
Canfield, Glaucia	(732) 679-7347	63 E Midland Ave # 2	Kearny NJ 07032-4125
Carlisle, Helen	(609) 398-5028	PO Box 66503	Saint Louis MO 63166-6503
Carter, Betty	(609) 726-1333	PO Box 308	Chatsworth NJ 08019-0308
Carty, Viola	(973) 743-5430	203 Ashland Ave	Bloomfield NJ 07003-2418
Casey, Penny	(973) 534-3256	10 Black Bear Ct	Hamburg NJ 07419-2431
Cassaday, Grace	(856) 358-6621	522 Garrison Rd	Elmer NJ 08318-2827
Clark, Kathryn	(281) 549-4597	3711 Masters Ct	League City TX 77573-4402
Clarke, Diane	(570) 722-0191	PO Box 533	Albrightsville PA 18210-0533
Collins, Margaret	(609) 652-7136	33 Adams Ave	Port Republic NJ 08241-9752
Cook, Nancy	(732) 257-1847	1002B Argyll Cir	Lakewood NJ 08701-7905
Cramsey, Joan	(717) 228-2062	PO Box 125	Cornwall PA 17016-0125
Davis, Anna	(772) 223-5456	695 SE Pin Oak Ter	Stuart FL 34997-6355
de Beaumont, Eva	(609) 399-8505	2201 Bay Ave	Ocean City NJ 08226-2568
Dexheimer, Celesta	(732) 894-9729	319 9th Ave	Belmar NJ 07719-2329
Eckman, Dawn	(732) 449-5018	549 Old Mill Rd	Spring Lake NJ 07762-1960
Edgar, Merle		9704 Woodcarver Ct	Burke VA 22015-4101
Eppinger, Tracy	(407) 230-8011	4529 Cove Dr Apt 208	Belle Isle FL 32812-2939
Ewing, Jane	(407) 460-6888	3211 Sea Haven Ct Apt 1	North Fort Myers FL 33903-6991

Fawcett, Louise	(718) 622-3794	135 Eastern Pkwy Apt 3k	Brooklyn NY 11238-6050
Foote, Lois Ann	(856) 478-2732	1561 Ellis Mill Rd	Monroeville NJ 08343
Forsman, Carol J		6214 Langdon Village Ct	Clemmons NC 27012-8006
Frias, Oneida	(973) 709-0772	84 Cedar Pl	Wayne NJ 07470-5833
Gandek, Ruth	(609) 654-3163	163 Medford Leas	Medford NJ 08055-2232
Garrahan, Caroline		1012 S Shore Rd	Marmora NJ 08223-1010
Garrett, Julia	(732) 849-2510	50 Lacey Rd Ste D110	Whiting NJ 08759-4420
Gary, Mabel B	(636) 625-2559	102 Woods Way	Elkton MD 21921-4609
Gentile, Alice	904-374-6533	1971 Hickory Run W	Orange Park FL 32073-8830
Geyer, Nancy		190 Cokesbury Cir	Lake Junaluska NC 28745-8759
Gibson, June	(609) 465-7044	967 Hand Ave	Cape May Court House NJ 08210-1836
Gilbert, Dorothy F	973) 579-1999	200 Bristol Glen Dr Apt 371	Newton NJ 07860-2362
Greco, Lois	(856) 404-0725	1814 York Ave	Williamstown NJ 08094-8712
Green, Barbara G	(301) 652-7024	5014 Smallwood Dr	Bethesda MD 20816-2830
Green, Saundra	(609) 646-1827	901 Traymore Pkwy	Absecon NJ 08201-1513
Griffith, Gertrude	(732) 774-1316	70 Stockton Ave Apt 508	Ocean Grove NJ 07756-1144
Hamilton, Barbara	(856) 858-7721	247 Burrwood Ave	Haddon Township NJ 08108-1724
Hanjian, Clara S	(609) 545-0442	33 Island View Ter	Ocean View NJ 08230-1131
Hankins, Nancy T	(732) 350-6727	12 Lake Ridge Blvd	Whiting NJ 08759-2982
Hansen, Barbara	(908) 454-4806	11 Quarry Rd	Stewartsville NJ 08886-3108
Heulitt, Laverne	(856) 596-2426	71 S Maple Ave	Marlton NJ 08053-2032
Hill, Carol	772-388-9033	121 Nebraska Cir	Sebastian FL 32958-6702
Huh, Christie Y	(201) 951-6974	1 Morningside Dr Apt 503	New York NY 10025-2425
Hulitt, Gladys	(609) 390-9009	433 W 5th St Apt 109	Waconia MN 55387-1745
Infanger, Frances	(908) 604-0026	906 Valley Rd	Gillette NJ 07933-1809
Jefferson, Elizabeth	(973) 746-9604	22 Brunswick Rd	Montclair NJ 07042-3013
Jewett, Elizabeth	(352) 373-3925	10869 Hilltop Ln	Columbia MD 21044-3722
Johnson, Maureen		2043 Deerfield Run	Snellville GA 30078-2403
Jones, Karen R		26 Hoyt St	Madison NJ 07940-1604
Jordan, Beverley	(908) 684-5187	78 Heath Vlg	Hackettstown NJ 07840-4008
Kaslow, Irma	(717) 261-1056	1421 Philadelphia Ave # 241	Chambersburg PA 17201-4912
Kingston, Betty A	(609) 637-9570	47 Roxboro Rd	Lawrence Township NJ 08648-3924
Kirk, Dorothy	(732) 302-1461	81 Louis Ave	Middlesex NJ 08846
Kolb, Jeanne	(401) 246-1043	1 Joann Dr	Barrington RI 02806-2213
Layton, Anne	(732) 751-1190	610 Academy Dr	Point Pleasant Boro NJ 08742-2811
Layton, Patricia	(606) 297-3837	PO Box 171	Oil Springs KY 41238-0171
Mabry, Mildred		550 NW Kilpatrick Ave	Port Saint Lucie FL 34983-8719
Marino, Cathryn E	(856) 785-2054	PO Box 23	Mauricetown NJ 08329-0023
Marshall, Carol	(609) 383-9088	PO Box 327	Fortescue NJ 08321-0327
Mc Combs, Roslyn R	(908) 791-0468	1344 Denmark Rd	Plainfield NJ 07062-2017
Moore, Margaret	(859) 858-4099	500 Corbitt Dr	Wilmore KY 40390-1023
Moyer, Ragnhild	(856) 985-3527	24 Lowell Dr	Marlton NJ 08053-5550
Niessner, Judy	(609) 268-9762	46 Zimmerman Rd	Tabernacle NJ 08088-9332
Olsen, Arleen	(610) 962-1149	826 Rosehill Dr	King of Prussia PA 19406-1790
Ostertag, Eloise	(973) 300-1716	200 Bristol Glen Dr Apt 409	Newton NJ 07860-2341
Palumbo, Donna	(609) 652-1815	449A S Tulip Ave	Galloway NJ 08205-4553
Pantoja, Haydalina		6 Middlesex Rd	Matawan NJ 07747-3029
Parker, Eugenia	(609) 345-5814	1463 Emerson Ave	Atlantic City NJ 08401-1637
Pedrick, Jane		1716 Birch St	Newfield NJ 08344-2139
Pendleton, Carolyn	(609) 348-8132	658 Howard Ave	Atlantic City NJ 08401-2333
Phillips, Kathryn S	(856) 273-8706	9 Marigold Ct	Mount Laurel NJ 08054-2538
Post, Ellen	(508) 240-5810	419 Reeds Lndg	Springfield MA 01109-2059
Propert, Frances	(609) 835-1028	59 Edgemont Ln	Willingboro NJ 08046-2228

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
Riley, Jean M	(732) 264-5339	20 Saint Peters Pl	Keyport NJ 07735-1441
Robinson, Edna		615 Fletcher Dr	Neptune NJ 07753-3910
Robinson, Joan G.	(856) 371-4076	293 Pavonia Cir	Marlton NJ 08053-5913
Rolfs, Donna	(720) 255-2338	2980 W Long Dr Apt D	Littleton CO 80120-8138
Rousseau, Josephine	(609) 723-8392	511 Wrightstown Sykesville Rd	Wrightstown NJ 08562-1500
Rousset, Louise	(908) 475-8745	113 Windtryst Way	Belvidere NJ 07823-1945
Rubey, Elsie June		129 Simpson Ave	Ocean City NJ 08226-4240
Rubio, Rita	(321) 723-0133	631 Sheridan Woods Dr	Melbourne FL 32904-3303
Rutan, Marion	(937) 854-8391	5790 Denlinger Rd Apt 322	Dayton OH 45426-1838
Schanck, Winnifred	(856) 241-1379	146 Applewood Dr	Swedesboro NJ 08085-1538
Schauer, Alice	(727) 363-0423	285 107th Ave Apt 402	Treasure Island FL 33706-4743
Schopp, Jane	(856) 786-1499	223 Elm Ave	Riverton NJ 08077-1215
Seeland, Mary Ann	(609) 698-8110	764 W Bay Ave	Barnegat NJ 08005-2128
Seese, Rose	(856) 784-9525	1 Hawthorne Rd	Gibbsboro NJ 08026-1413
Shannon, Ruth P	(973) 875-4635	535 Perry Auger Rd	Upper Black Eddy PA 18972-9650
Sherrod, Beatrix		16828 Coriander Ln	Fort Myers FL 33908-3900
Smith, Gloria	(732) 341-1460	274 Honeysuckle Ct	Toms River NJ 08753-1320
Smith, Jane	(973) 827-3402	21 Tannery Hill Dr	Hamburg NJ 07419-1236
Sterling, Irene	(973) 720-1784	35 Washington Pl	Totowa NJ 07512-2536
Stevens, Bertha D	(856) 663-3377	2517 Sherman Ave	Pennsauken NJ 08109-2760
Stillwell, Myrtle I	(856) 869-5016	460 Haddon Ave # 229	Collingswood NJ 08108-1336
Stockwell, Margaret	(541) 146-1178	Yerbal 2411 8 P, 1406	Buenos Aires, Argentina
Strang, Louise	(609) 818-0199	9 Wiscassett Ave	Ewing NJ 08618-1839
Stratton, Linda	(201) 934-1893	69 E Utica St	Oswego NY 13126-2754
Thomas-Knecht, Janice Y	(732) 350-2733	509 Route 530 Apt 374	Whiting NJ 08759-3170
Tiller, Nellie Howard		500 Spanish Fort Blvd # 217	Spanish Fort AL 36527-5008
Torgersen, Janet	(908) 852-8630	PO Box 429	Hackettstown NJ 07840-0429
Torgersen, Jean T	(908) 813-0603	26 Heath Vlg	Hackettstown NJ 07840-4008
van der Loo, Audrey	(609) 926-0935	105 Aberdeen Cir	Egg Harbor Township NJ 08234-7563
Waller, Bernita	(862) 520-2918	1341 Boulevard Lorraine SW	Atlanta GA 30311-3351
Wang, Jetty	(413) 527-2803	58 Mulberry Ln	Easthampton MA 01027-8000
Wetherell, Regina Thomas		791 Oakville Rd	Macon NC 27551-9588
Wilcock, Gloria	(856) 985-5379	2 Honeysuckle Ct	Marlton NJ 08053-4403
Williams, Beverley	(609) 448-6860	97 Chatham Ct	East Windsor NJ 08520-2643
Wilson, Annabel C	(717) 273-4565	317 Laurel Pl	PO Box 125
Wilson, Ruth	(973) 600-8035	52 General Gregg Ct	Harpers Ferry WV 25425-3085
Worth, Dorothy	(717) 464-6623	640 Willow Valley Sq # 104	Lancaster PA 17602-4870
Yates, Lois	(804) 883-7059	18145 Old Ridge Rd	Montpelier VA 23192-2030

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.

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.

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

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*.
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

District Superintendents

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

Delaware Bay
Rev. Jisun Kwak
PO Box 125
Woodstown, NJ 08098-0125
(856)624-4468

Gateway South
Rev. Myrna Bethke
1995 Marlton Pike East
Cherry Hill, NJ 08003-1830
(856)424-5790

Palisades
Rev. Wayne Plumstead
100 Dayton St.
Ridgewood, NJ 07450-4437
(201) 670-1400

Skylands
Rev. Stephen Bechtold
246 Millbrook Ave.
Randolph, NJ 07869-2108
(973)537-7711

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

Gateway North
Rev. Manuel Sardinas
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South Orange, NJ 07079-2219
(973)761-1785

Northern Shore
Rev. Gina Hendrickson
1001 Wickapecko Dr.
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Raritan Valley
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