



NDC Leadership and Workers Conference 2022 **Chairman Elect – Suffragan Bishop TS Wiggins**

August 13, 2022 – Bethel Apostolic Church – Flint

12:00 Noon – Fellowship and Lunch

12:30pm –

- Opening Prayer
- Scripture
- Welcome
- Diocesan Greeting (Bishop Ira Combs Jr.)
- Chairman Elect greeting (Suffragan Bishop Wiggins)
 - o Introduction of elected general officers
 - o Strategies, Mission, and Vision
 - o Discussion
 - Council improvement / schedule
 - Concerns
- Info and Tech coordination update (Bro. Ryan Owens)
 - o Council coordination and layout
 - Program dates etc.
- Registration procedures for Aux. (Minister Lisa Witherspoon)
- Treasurer procedures (Minister Angie Holman)
- Compliance – Suffragan Bishop Reed

Q and A

1:45pm – Break out session

1. Presidents and Vice Presidents
2. Council Secretary and Aux. Secretaries
3. Council Treasurer and Aux Treasures
4. Program committee
5. Coordination Staff

3:00pm - Close

Upcoming Councils

- **October 25-29, 2022** – Christ Temple, Muskegon Heights | Bishop Avery Burrell, Host Pastor
 - *Final Programing due September 19*

- **March 21-25, 2023** – Location TBA
 - *Final Programing due February 13*

- **June 27-July 1, 2023** - Greater Bible Way Temple, Jackson | Diocesan Bishop Ira Combs, Jr., Host Pastor
 - *Final Programing due May 22*

- **October 24-28, 2023** - Apostolic Life Church Bay City, Bay City – District Elder Phillip Johnson, Host Pastor
 - *Final Programing due September 18*

Northern District Council

Council

Fifth Episcopal District of the P.A.W.



Bishop Ira Combs, Jr. D.D. *Diocesan Bishop*

Unify **S**trengthen **E**ncourage **D**evelop
By God

2022 Target Focus:

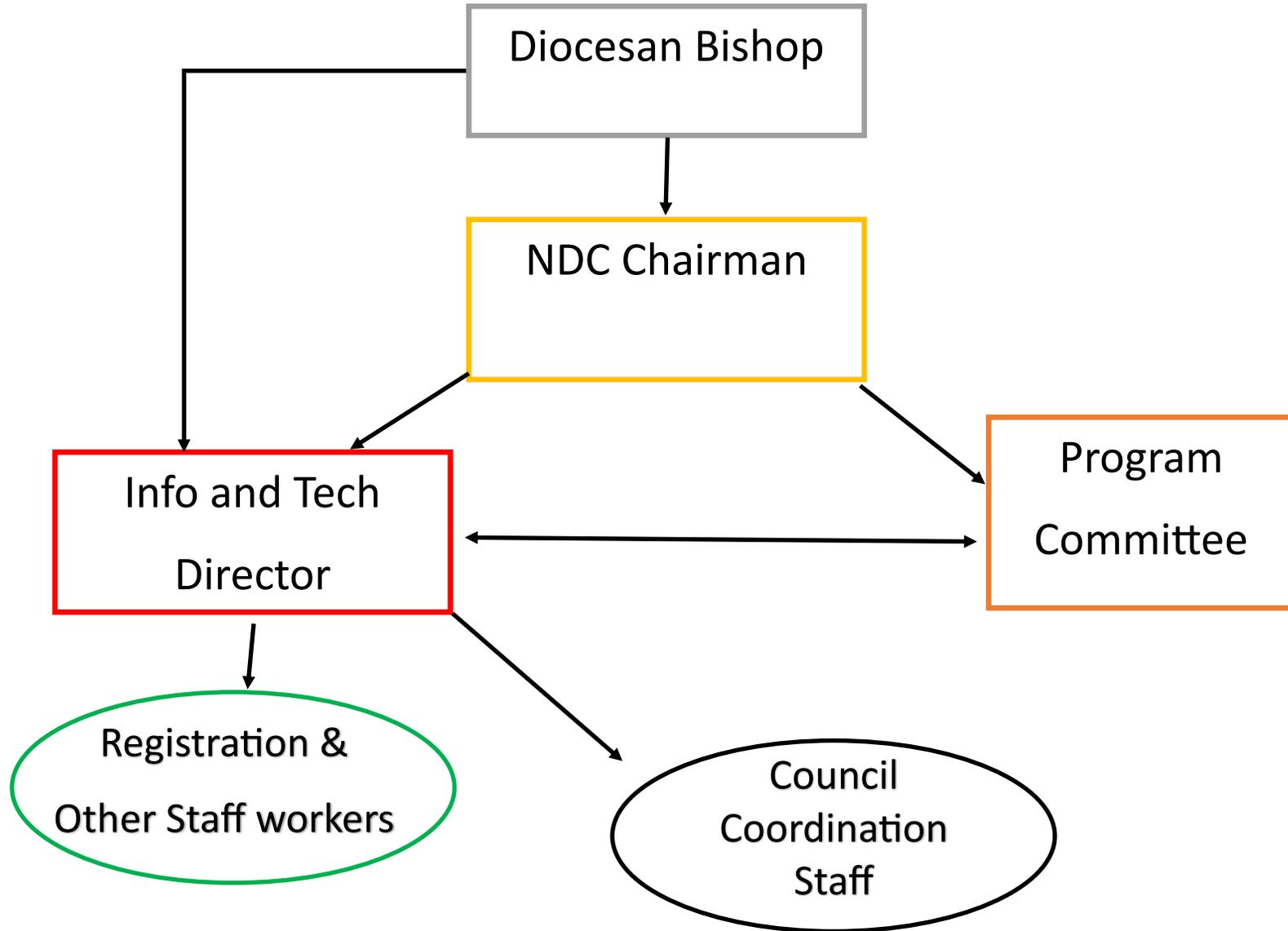
For every NDC church to experience growth by: unifying, strengthening, encouraging, and developing effective ministry tools together at our council sessions.

"Endeavouring to keep the unity of the Spirit in the bond of peace." Ephesians 4:3

Suffragan Bishop T.S. Wiggins
NDC Chairman-Elect



Council Coordination 2022





Please complete one form for each day. (Rev2022)
FORM MUST BE SUBMITTED 45 DAYS BEFORE COUNCIL BEGINS

Name of Auxiliary	
Contact Name	
Contact Auxiliary Title	
Phone Number	
Email Address	
Council (Month / Year)	
Event Date (Day/Date)	

Guest Speaker

Do you have a guest speaker that needs travel arrangements? Yes No

If yes: Hotel:

Flight:

Are there any special requirements needed?

Allergies?

**Travel coordinator will contact you to book arrangements **

Staff Hotel Accommodations Request

Name	Phone #	Email	Dates Needed

NDC Coordination Structure August 2022

Council On-Site & Program Schedule Coordination *(Evang. Haygood)*

Contacts and works with all auxiliaries and program committee to collect/develop schedule grid for each council session.

Point of contact and directs onsite at each council session.

Hotel Coordination *(Evang. Keiara Gladney)*

Creates housing grids. Handles all hotel accommodations for all councils and events.

Hotel final grid submitted 30 days prior to council to IT Director and Treasurer for approval

General Communication & Guest Coordination *(Evang. Harris)*

Sends letters, flyers by E-mails / Eblast out to all members

Sends out group text to smart phones

Works with council schedule grid to develop program for each council session

Coordinates guest speakers travel request and needs for each council session including airlines and or works with hotel coordinator to ensure all needs met.

Works with Program Committee and Onsite/ schedule coordinator

Coordinates and confirms logistics to get special guest to council site etc.

Council Program Committee *(Selected Committee)*

- Works to plan general body meetings, workshops, night service etc. with
 - Chairman and Diocesan oversight and vision.
 - Min of Music for choirs
 - Protocol and ushers for service coordination

Marketing and Social Media Committee

- Oversees social media advertising for all NDC events.
- Formulates written and visual content for each event on social media.
- Builds a social media presence by maintaining a solid online presence.
- Monitors NDC brand on social media.
- Builds NDC brand awareness by engaging relevant influencers.
- Manages our online communities to ensure respectful and appropriate engagement.

- Responding to comments on each of our accounts.
- Analyzing data to determine whether social media campaigns have achieved their objectives.

Security and Offering Support Team

(Kenneth Brown)

Ryan Owens - IT Director (**ryano@ndcpaw.org**)

Evang. Tiana Haygood : Onsite & programing Council Coordinator (**support@ndcpaw.org**)

Evang. Kieara Gladney: Housing Coordinator (**watcfoundation@gmail.com**)

Evang. Angela Harris: Assistant Council Coordinator (**Aharris@aenonline.org**)

Minister. Lisa Witherspoon – Registrar (**lspoon@messiastemple.org**)