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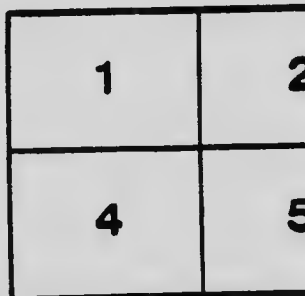
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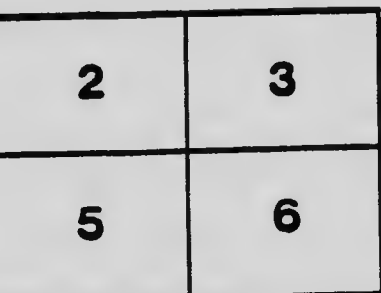
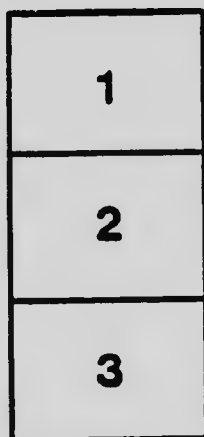
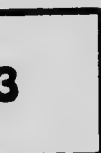
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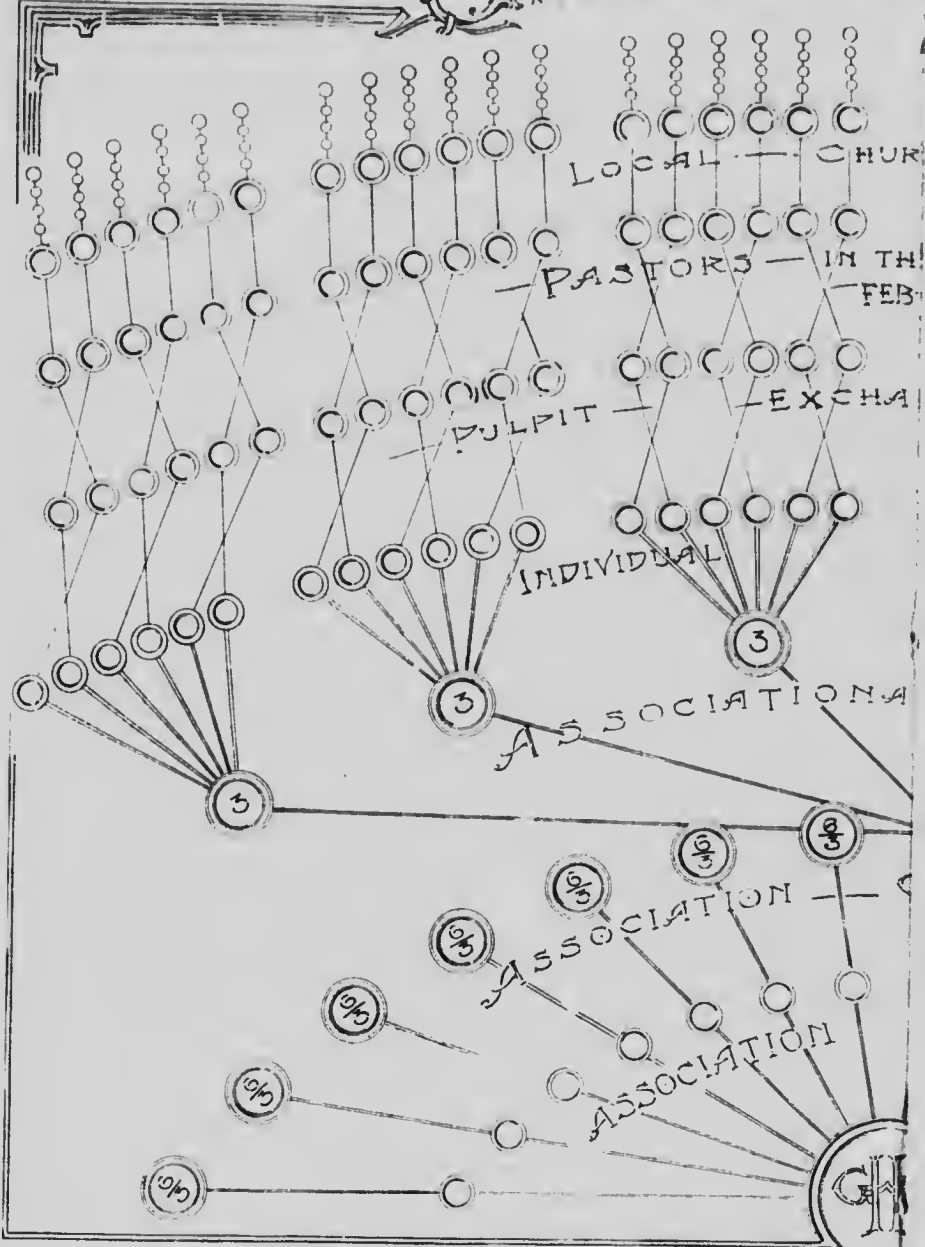
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**Baptist
Forward
Movement**

**CHART
AND
PLAN
OF
ORGANIZATION**

CANVASSING WE



This Chart is fully explained on pages 5 and 6 of

The natural leader of a Baptist Church is the Pastor. A leader does not attempt to do everything himself, but on the contrary sets as many others to work as possible. Having set them to work, he leaves the task in their hands, regarding himself as an "overseer," responsible for seeing the work done. These words are written by a pastor, and they are written to remind the brethren that the success of this Movement depends upon the pastor of every church leading his own church to victory.

The Organization.

A plan has been devised whereby the impulse and direction for this Movement is to reach from the Toronto Office, hereinafter called "General Headquarters," or G.H.Q., to the last member in the last church in the Convention. Let us see for ourselves, and let us show others, what a thoroughly organized Convention of independent Baptists can do. The diagram on another page will show the organization at a glance. Everything above the line of Association Committees shows a single sample Association. Multiply this **one** Association by the number of Associations and you have the whole Convention organization.

1. **Association Meetings.**—These are the special meetings at which it is expected every church in the Association will be represented, and which will be visited by Rev. John MacNeill, President of the Convention, and Rev. T. T. Shields, Pastor of the Jarvis Street Baptist Church, Toronto, and at which the beginning of the complete organization shown in the diagram will be effected.

2. **Association Committees.**—These will be appointed at the Association meetings. The under figure "3" in the diagram represents an executive of three members, including a chairman and secretary, all of whom should be within easy reach of each other. The upper figure "6" stands for six representatives, one from each of the six groups shown in the next line above, and which is explained in the next paragraph.

3. **Association Groups.**—Each Association is divided into smaller groups of churches according to their geographical relations. This diagram is only an illustration. It shows an Association of 36 churches equally divided into six groups of six churches each. In some Associations there may be fewer groups, and in others, more. In some cases it may not be convenient to put the same number of churches into each group. These are considerations which must be determined by the accessibility of the churches to each other. But whatever the number of groups in each Association, and whatever the number of churches in each group, the principle is the same.

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The figure "6" in each of the circles showing Association groups stands for the Group Committee. The Chairman of each Group Committee is a member of the Association Committee. Thus, if there are six groups, as in the diagram, the committee will consist of nine members; if only four groups, of seven members. In other words, the upper figure in the circle showing two figures will correspond to the number of groups into which the Association is divided.

It should be understood that these figures are intended only to be suggestive and illustrative. As the representatives of the churches meet in each Association, and organization is discussed, details can be modified by those who are familiar with each locality, but the principle remains the same.

The Work of the Committees.

1. **The Association Committee.**—Its work is: (1) To plan the campaign for the whole Association; (2) to relate the work of each group to the others; (3) to provide speakers as the Group Committees may require; (4) to arrange a pulpit exchange throughout the Associations for Feb. 1st, or earlier date; (5) to oversee the work of all the groups; (6) to be responsible to G.I.Q. for the thorough cultivation, through the Group organization, of every church in the Association; (7) and, in the event of the illness of any Group Chairman or other committeeman, or inability, for any cause, to serve, to appoint someone else to his place immediately.

The Duties of the Chairman of this Committee.—(1) To accept full responsibility for the success of the Forward Movement in his Association; (2) immediately after his appointment to convene his committee for the duties above specified; (3) to send to Forward Movement Committee, Baptist Church House, 223 Church Street, Toronto, either personally or through the Secretary of his Association Committee, not later than Monday of each week, a concise report of the Forward Movement activities in his Association; (4) to keep in constant touch with the Chairmen of Group Committees in his Association, to make sure that no part of the field is being neglected.

2. **The Group Committee.**—Its work is: (1) to execute the general plan of the Association Committee as this applies to the churches in the Group; (2) to plan and execute such other work as may be deemed necessary for the particular Group; (3) to arrange meetings within the area of the Group; where possible, to plan meetings in some central place to which all may come, and especially to see that as many meetings as may be profitable are arranged for each individual church in the Group—the larger meetings in central locations should be planned in conference with the Association Committee, so that such meetings in all the Groups in the Association may be arranged consecutively in order to effect the utmost economy in time and money when outside speakers are brought into the Association; (4) to secure, through the Association Committee, such outside help as may be

required; (5) to insure, through each pastor, the organization in each individual church of a Forward Movement Information Committee. If we first define the work of this Committee in the local church, the details of its organization will be better understood. Its work won't be, in general: (a) To supply every member of the church with the fullest possible information about the Forward Movement before Feb. 9th, and this should be done by (b) seeing that every member of the church receives a personal invitation to attend every Forward Movement meeting held within his reach; (c) supplying every member with a copy of every Forward Movement leaflet; (d) securing the co-operation of all subscribers to **The Canadian Baptist** in the church, and inducing them to read their paper immediately on its receipt, and then to lend it to non-subscribers in an endeavor to have every member of the church read the Forward Movement news in **The Canadian Baptist** every week.

The size of the Information Committee would depend upon the size of the church. The executive should be small—one, three, or five; but the working committee should be large enough to enable it to touch every member personally every week. The membership of the church should be divided into sections, and each section put in charge of a certain member, who would telephone or call on every member weekly to give the latest news of the Forward Movement. The Committee would thus convert every congregation in the Convention into a congregation of holy gossips, with every tongue talking of the Forward Movement.

The chairman of this committee should be one who accepts office willingly and agrees to accept his responsibility with enthusiasm. As the success of the campaign in each church largely depends upon the work of this committee, and the effectiveness of the Committee depends upon the chairman, the most faithful and active member of the church should be chosen.

The Work of the Group Committee will be further (6) to secure through each pastor the organization in each church of a Canvassing Committee in time for such Committee to be thoroughly prepared for its work before Feb. 9th. (For suggestions as to the organization of the church for the every-member canvass, see last page of Folder.)

As the work of the Information Committee will be finished before the canvass begins, the same persons could serve on both committees.

The Group Committee Chairman and His Work.—His duties are to lead his committee in (1) carrying out the work assigned to it; (2) to report the name and postal address of the Chairman of the Information Committee in each church in his Group to his Association Secretary; (3) to furnish each Information Chairman in his Group with a list of the Forward Movement activities of the churches in his Group, so that every member of each church shall know what is being done in the Group and doing; (4) generally to assume responsibility for the success of the Forward Movement in each church in his group.

The Convention-Wide Organization

GENERAL CONSIDERATIONS.

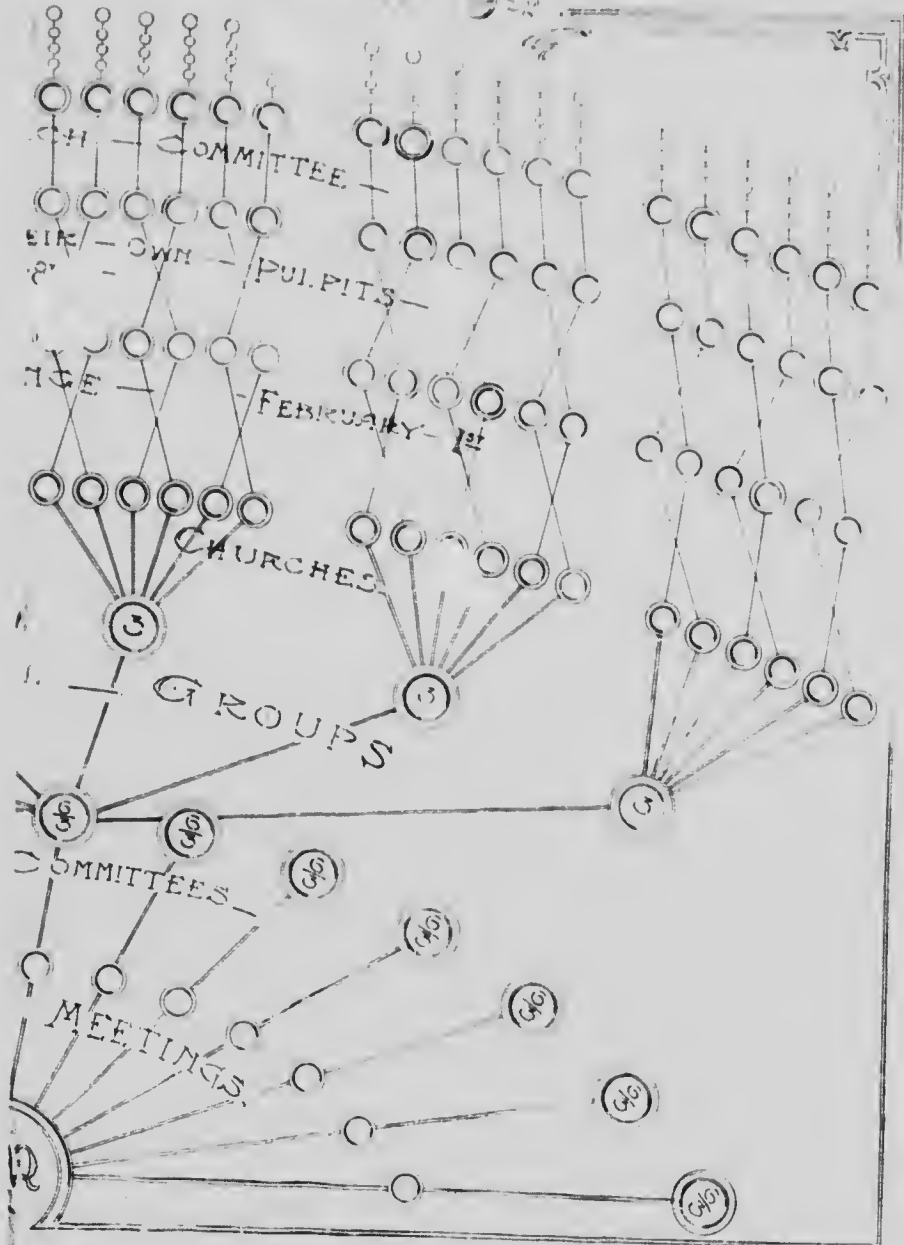
It should be recognized that what is proposed is not a forward **step**, but a forward **movement**. That is to say, the campaign which is to emanate the week of Feb. 9th to 14th is not the Forward Movement itself, but only its inauguration. The "Movement" is to continue through all the future. And the organization of Associations and churches now effected will enable every church to do its work more effectively, and at the same time will provide a Convention-wide instrument ready to be used at any time for the furthering of any and every denominational interest. With this larger object in view this plan of organization is earnestly commended to all forward moving Baptists.

In this Folder it is proposed to set forth some principles of organization in general, and then to describe the particular organization by which it is designed the great work of the Forward Movement shall be brought home to every individual member in every church in the Convention.

General Principles.

An organization is a machine. It would not be incorrect to speak of a watch or a motor car or a steam engine as an organization. But no one of these would be of any service to anyone without some centre of direction and control. And where the organization is composed of human elements the same principle obtains. That is to say, there can be no effective organization without leadership. It may be that the leader is not superior to those who follow; but if work is to be done his leadership must be recognized, and he must accept full responsibility for direction and control, in order that all the elements of his organization may be brought into and maintained in harmonious co-operation, and directed toward one end. This is our apology, on the one hand, for every word of direction issuing from the Forward Movement Office, 223 Church Street, Toronto; and, on the other hand, it is our argument, whereby we would persuade everyone who is appointed to any position of leadership in this Movement to accept full responsibility for the success of that part of the work he is specially charged to lead. Upon the same argument we base our appeal to every individual church member in the Convention to join in the great game of "follow your leader" until the work of the Forward Movement is completed.

EK FEBRUAR 1922



this Folder, under the title "The Organization."

"Now Concerning the Collection"

(1 Cor. 16:1)

Organizing the Individual Church.

for

THE CANVASS FEB. 9th to 14th.

1. Appoint in each church a Canvassing Committee sufficiently large to make it possible for two members working together to call on every member of the church. Get as many business men as possible on this Committee.
2. Elect a Chairman and a special Treasurer for the Forward Movement Fund, who should be the most energetic and businesslike men possible. The Treasurer will see that money belonging to this fund shall be kept entirely separate from all other funds.
3. Have cards prepared giving name and address of every member of the church.
4. Have a dinner at the church, if possible, on Friday, February 6th, at which all members of this Committee shall be present. Give the cards out to the workers at this meeting, keeping a record of all cards, and noting which worker, or team of workers, has received them.
5. Have all canvassers go in pairs.
6. Try to get these workers to report at a given hour on Tuesday, February 10th, and Thursday, February 12th, with a grand final report meeting on Saturday, February 14th.
7. Have all Pledge Cards handed in to the local Canvassing Committee at each meeting.
8. The local Treasurer should make up his full report and mail it, with cheque for cash collected, and the cards, to the General Treasurer, Fred L. Ratcliff, 223 Church Street, Toronto. This should be mailed on Saturday night, February 14th.
9. The local Canvassing Committee will keep a record of all unpaid subscriptions, and attend to the collection of these on the dates promised.
10. Advise the General Treasurer, Fred L. Ratcliff, 223 Church Street, Toronto, of the names and addresses of your local Chairman and Forward Movement Treasurer, as soon as they are appointed.
11. Do not be satisfied unless every member of your church gives a subscription, even though in a particular case it may necessarily be small.
12. You will want your objective to be high, and you will then try to pass it.

DUTIES OF LOCAL FORWARD MOVEMENT TREASURER.

1. Check each Canvasser's report:—
 - (a) See that each pledge card is properly signed and filled out.
 - (b) See that cash handed in checks up correctly with the cards.
 2. Deposit all funds in your local bank.
 3. Send at once a complete report, with the pledge cards and a cheque for the cash paid in, to the General Treasurer, Fred L. Ratcliff, 223 Church Street, Toronto.
 4. Keep a copy of the statement mailed, and also of all pledge cards, for your own information.
 5. On the future due dates see that all collections are paid in, and forward cheques for amount to General Treasurer, Fred L. Ratcliff, 223 Church Street, Toronto.
 6. Try to arrange with your local bank to have the cheques you send to the General Treasurer, marked, "Payable at Par, Toronto."
- Note: Pledge Cards and Report Forms will be sent out by February 1st.
- READ "THE CANADIAN BAPTIST" FOR FURTHER INFORMATION AND SUGGESTIONS.

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