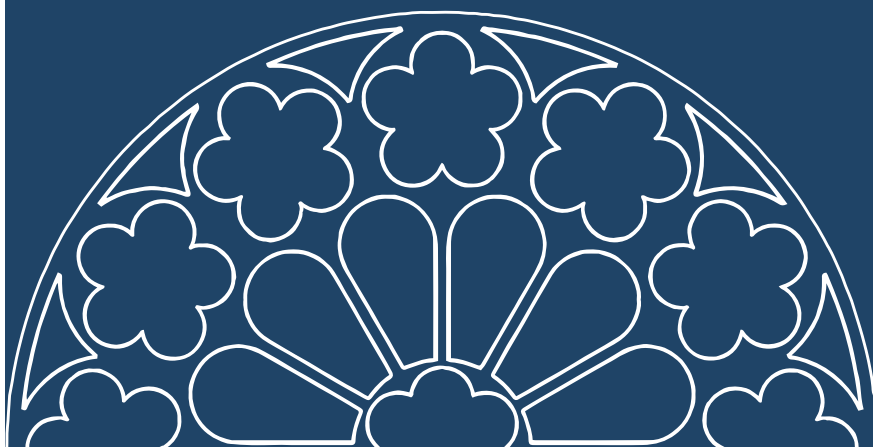




OFFICER NOMINATIONS

Covenant Presbyterian Church
Nashville, Tennessee



2026

INTRODUCTION

Dear Covenant Presbyterian Church family,

The Session has approved a time of nomination for new church officers. This nomination period will begin **October 11** and close on **November 1**. The following is information about the process that we trust will help you.

Officers in the Presbyterian Church in America (PCA) include **deacons** and **elders**. Teaching elders are Pastors; “ruling elders” are lay persons elected by the congregation from among the church membership. Becoming an ordained officer is a perpetual (life-long) calling. To be called as a deacon or elder demands more than natural abilities. It involves God’s Spirit at work in a man’s life, not only recognized by the officer nominee (internal calling) but also by the church and her elders (external calling). It is not based on vocational achievements or other outward attributes; rather, the work of an officer should flow from a heart already inclined to and even performing such work in the church. Identifying, preparing, and electing men for church office must be a process led by the Holy Spirit.

The election process includes six steps: nomination, interviews, training, examination, election, and ordination/installation. Men nominated by the congregation will be reviewed by the Session (current elders) to verify active membership, interviewed to assess their qualifications and willingness to consider God’s call, and then participate in officer training. They will be trained and examined regarding knowledge of Scripture and theology, agreement with the system of doctrine expressed in the Westminster Confession of Faith and Catechisms, and Christian character. Those completing this process will then be presented to the congregation for election. We expect new officers to be installed in the Fall of 2027.

Any member of Covenant Presbyterian Church may nominate a man for office. At a minimum, the nominee must be a member at Covenant and meet the biblical qualifications for office (see more information below). It is recommended that the duration of time a

man has been a Christian and a member of Covenant be considered. You will be asked to respond to some questions regarding each nomination.

To assist you in the process and to explain the steps of the officer nomination and election, we are providing an Officer Nomination booklet below. The following sections are included in the booklet:

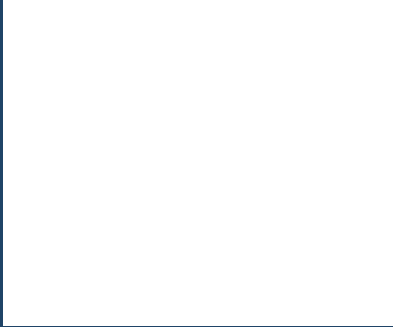
- Biblical passages that describe the qualifications for elders and deacons;
- Explanation and examples of the biblical qualifications;
- Description of the responsibilities and ministries of deacons and elders from the PCA Book of Church Order (BCO);
- Interview questions on Christian experience that each officer nominee will be asked by the Session;
- Officer nomination form.

Whether you would like to nominate a man for office or not, we encourage you to carefully read through this information. Prayerfully evaluate nominees within a biblical framework, to the best of your knowledge. Evaluate with a heart tender toward God, attending to your own conscience, laying aside personal bias, and prayerfully seeking His leading before submitting a nomination.

The nomination period will last approximately three weeks so there is no need to rush. On the other hand, we suggest not waiting until the last minute. As you consider these things, please pray for the current (and future) elders and deacons as we enter this important time in the life of our church. Please reach out to a current church officer if you have questions or would like to discuss any part of this material.

Yours in Christ,
Covenant Presbyterian Church Session
October 2026

This document is also available at covenantpres.com



QUALIFICATIONS



1 TIMOTHY 3:1-7

The saying is trustworthy: If anyone aspires to the office of overseer [elder], he desires a noble task. Therefore, an overseer must be above reproach, the husband of one wife, sober-minded, self-controlled, respectable, hospitable, able to teach, not a drunkard, not violent but gentle, not quarrelsome, not a lover of money. He must manage his own household well, with all dignity keeping his children submissive, for if someone does not know how to manage his own household, how will he care for God's church? He must not be a recent convert, or he may become puffed up with conceit and fall into the condemnation of the devil. Moreover, he must be well thought of by outsiders, so that he may not fall into disgrace, into a snare of the devil.

1 TIMOTHY 3:8-13

Deacons likewise must be dignified, not double-tongued, not addicted to much wine, not greedy for dishonest gain. They must hold the mystery of the faith with a clear conscience. And let them also be tested first; then let them serve as deacons if they prove themselves blameless. Their wives likewise must be dignified, not slanderers, but sober-minded, faithful in all things. Let deacons each be the husband of one wife, managing their children and their own households well. For those who serve well as deacons gain a good standing for themselves and also great confidence in the faith that is in Christ Jesus.

TITUS 1:5-9

This is why I left you in Crete, so that you might put what remained into order, and appoint elders in every town as I directed you – if anyone is above reproach, the husband of one wife, and his children are believers and not open to the charge of debauchery or insubordination. For an overseer [elder], as God's steward, must be above reproach. He must not be arrogant or quick-tempered or a drunkard or violent or greedy for gain, but hospitable, a lover of good, self-controlled, upright, holy, and disciplined. He must hold firm to the trustworthy word as taught, so that he may be able to give instruction in sound doctrine and also to rebuke those who contradict it.

EXPLANATION & EXAMPLES OF BIBLICAL QUALIFICATIONS FOR ELDERS & DEACONS

Note: It is not expected that a member will have personal knowledge of each qualification for a nominated man, or that a qualified man will display each example perfectly. A church officer should consistently demonstrate particular biblical qualities and gifts, and exemplify many characteristics to which every Christian should aspire, but no one will do so perfectly.

The qualities below must have stood the test of time, making recent converts ineligible for office. (1 Tim. 3:6) It is also recommended to consider duration of time since becoming a member of Covenant in assessing potential nominees. How long has a man had the opportunity to consistently demonstrate qualifications or gifts as part of this congregation?

REPUTABLE

*He is **above reproach** (i.e., there is no occasion or reason to charge him with any sin or offense). (1 Tim. 3:2, 8; Titus 1:6, 10)*

1. Husband of one wife (1 Tim. 3:2, 11-12; Titus 1:6) – He is reputable in his marriage. Literally, he is a one-woman man. He is devoted to loving and serving his wife as Christ does the church; he is not a flirt or promiscuous in any way. His wife is respectable in every way in her own life. Singleness, death of a spouse, or divorce are not inherent disqualifiers for office.
2. Well thought of in the church (1 Tim. 3:2) – He is reputable in the church. He is not open to being charged with moral failure.
3. Well thought of by outsiders (1 Tim. 3:7) – He is reputable in the community. He is considered ethically upright, noble, and honorable by those outside his own church family.

GODLY

*He **loves** all things that are **good**, hating sin and evil. (1 Tim. 3:9; Titus 1:8)*

1. Humble (Titus 1:7) – He is not self-willed or arrogant.
2. Gentle (1 Tim. 3:3) – He is equitable, fair, and moderate, not insisting on the letter of the law.
3. Hospitable (1 Tim. 3:2; Titus 1:8) – His home is often opened to people who are not his closest friends.
4. Upright (Titus 1:8) – He is a righteous and just man, conforming to the laws of God and man.
5. Holy (Titus 1:8) – He keeps himself pure, avoiding evil conduct and observing God's will. He is devout, pious and pleasing to God.
6. Dignified (1 Tim. 3:2) – He is decent, modest, and well ordered - not in appearance, but in the inner life that shows itself in his behavior and conversation.

EXPLANATION & EXAMPLES OF BIBLICAL QUALIFICATIONS FOR ELDERS & DEACONS

SELF-CONTROLLED

*He is a **sober-minded**, keeping under control that which God has made him a steward. (Titus 1:8; 1 Tim. 3:2)*

1. His family is under control (1 Tim. 1:6, 12; Titus 1:6) - He places a very high value in attending to the care and nurture of his family. His children (within his household) are believers and treat their parents with honor and respect.
2. His emotions are under control (1 Tim. 3:3; Titus 1:7) - He is not prone to anger or violence. He is gentle, patient and understanding.
3. His tongue is under control (1 Tim. 3:3, 8) - He is not contentious or quarrelsome with others and he does not lie.
4. His appetites are under control (1 Tim. 3:3, 8; Titus 1:7) - For example, he is not actively addicted to alcohol.
5. His money and possessions are under control (1 Tim. 3:3; Titus 1:8) - He is a man without covetousness; content with what God has provided. He is a responsible steward of money and possessions without habits of unnecessarily acquiring more or newer things. What he possesses, he has acquired honestly.

Note: Although these abilities are expected of elders and would be great assets to any deacon, they are not a requirement for deacon candidates.

ABLE

*He has a **firm grasp and knowledge of the Word of God** and is **able to minister** the Word to others with insight and ability. (Titus 1:9)*

1. Able to teach (1 Tim. 3:2) - He can teach the truth of God's Word to the saints. This may be in group settings or one-on-one.
2. Able to exhort (Titus 1:9) - He can come alongside others to encourage individuals and appeal to them with the truth of God's Word.
3. Able to refute things that are untrue (Titus 1:9) - He can use the Word of God to convince or convict someone who contradicts or opposes the truth of God's Word.



DESCRIPTION OF THE RESPONSIBILITIES & MINISTRIES OF ELDERS & DEACONS



RESPONSIBILITIES AND MINISTRIES OF ELDERS - AN OFFICE OF OVERSIGHT AND SHEPHERDING (FROM THE PCA BCO, 8-3)

It belongs to the office of elder, both severally and jointly, to watch diligently over the flock committed to their charge, that no corruption of doctrine or of morals enter therein.

They must exercise government and discipline and take oversight not only of the spiritual interests of the particular church, but also the church generally when called thereunto.

They should visit the people at their homes, especially the sick. They should instruct the ignorant, comfort the mourner, nourish, and guard the children of the church.

They should set a worthy example to the flock entrusted to their care by their zeal to evangelize the unconverted and make disciples.

All those duties which private Christians are bound to discharge by the law of love are especially incumbent upon them by divine vocation and are to be discharged as official duties.

They should pray with and for the people, being careful and diligent in seeking the fruit of the preached Word among the flock.

RESPONSIBILITIES AND MINISTRIES OF DEACONS - AN OFFICE OF GENEROSITY AND SERVICE (FROM PCA BCO, 9-2)

It is the duty of the deacons to minister to those who are in need, to the sick, to the friendless, and to any who may be in distress.

It is their duty also to develop the grace of liberality in the members of the church, to devise effective methods of collecting the gifts of the people, and to distribute these gifts among the objects to which they are contributed.

They shall have the care of the property of the congregation, both real and personal, and shall keep in proper repair the church edifice and other buildings belonging to the congregation. In matters of special importance affecting the property of the church, they cannot take final action without the approval of the Session and consent of the congregation.

In the discharge of their duties the deacons are under the supervision and authority of the Session.

OFFICER ELECTION PROCESS

NOMINATION

The first step is for members of Covenant Presbyterian Church to nominate men whom they think are biblically qualified to assume the office of ruling elder or deacon. Make your nominations by using the form at the end of this booklet or by visiting covenantpres.com/nominations. Before this step begins, please bear in mind the following guidelines.

1. We have the responsibility to follow the steps and procedures in the PCA Book of Church Order

Therefore, you are asked to nominate only men who are active members of Covenant Presbyterian Church.

2. Making a nomination should be a result of the leading of God's Spirit.

Therefore, you are asked not to discuss your nomination with the nominee.

Note: *This request also has its basis in the possibility that not every nominee submitted will be contacted by the Session. The Session has the responsibility to determine if nominees qualify for church office (BCO 24-1). There may be times, because of the Session's knowledge of the nominee, that they may determine the nominee is not eligible to be a candidate for church office at this time.*

3. We want to make every effort to avoid the appearance of partisanship in the nomination process.

Therefore, you are asked not to nominate members of your own family for church office.

STEP TWO

INTERVIEW

If the Session and nominee agree to move forward, he will be invited to meet with the Leadership Development Committee of the Session for an interview and, if married, his wife will be asked to accompany him to the interview. The interview will largely include the nominee's profession of faith and the INTERVIEW QUESTIONS ON CHRISTIAN EXPERIENCE listed in this booklet. Other questions may include specific duties particular to Covenant Presbyterian Church officers, initial responses to the questions for ordination they will be required to answer if elected to office, and their availability to set aside time for officer training and eventual officer responsibilities.

Upon completion of the interview, the Session and nominee will prayerfully determine whether the nominee should proceed with officer training.

STEP THREE

TRAINING

The BCO requires instruction in the qualifications and work of the office of ruling elder and deacon. This will include the following phases of training to prepare nominated men for examination. The training period will last approximately five months from January to May 2027.

1. Character

Officer training will emphasize the importance of the officer nominee's personal relationship with God, love for the church and God's people, and his desire to live a godly and holy life.

2. Bible and Doctrine

Significant time will be devoted to biblical and doctrinal training, ensuring the officer nominee's growth in his knowledge of and understanding of Scripture and the doctrines and beliefs of the PCA.

3. Polity and Service

During training, the nominee will receive specific instruction in the work and government of our church and denomination, the process for church discipline, and the specific ministries and responsibilities of their office.

If married, the nominee's wife may be invited to participate in parts of the training. Training is designed to not only equip the officer candidate with knowledge and skills for their office, but also to provide time to consider the wisdom of continuing to move forward in the process of becoming an officer.

EXAMINATION

If there is agreement between the Session and the candidate to continue, he will be examined in the following areas (BCO 24-1):

- a. Christian experience, especially his personal character and family management (based on the qualifications set out in 1 Timothy 3:1-7 and Titus 1:6-9),
- b. Knowledge of Bible content,
- c. Knowledge of the system of doctrine, government, discipline contained in the Constitution of the PCA (BCO Preface III, The Constitution Defined),
- d. Duties of the office to which he has been nominated, and
- e. His willingness to give assent to the questions required for ordination. (BCO 24-6; listed below)

1. Do you believe in the Scriptures of the Old and New Testaments, as originally given, to be the inerrant Word of God, the only infallible rule of faith and practice?

2. Do you sincerely receive and adopt the "Confession of Faith and the catechisms" of this church, as containing the system of doctrine taught in the Holy Scriptures; and do you further promise that if at any time you find yourself out of accord with any of the fundamentals of this system of doctrine, you will, on your initiative, make known to your Session the change which has taken place in your views since the assumption of this ordination vow?

3. Do you approve of the form of government and discipline of the Presbyterian Church in America, in conformity with the general principles of biblical polity?

4. Do you accept the office of ruling elder (or deacon, as the case may be) in this church, and promise faithfully to perform all the duties thereof, and to endeavor by the grace of God to adorn the profession of the gospel in your life, and to set a worthy example before the church of which God has made you an officer?

5. Do you promise subjection to your brethren in the Lord?

6. Do you promise to strive for the purity, peace, unity and edification of the church?

ELECTION

If the nominee passes examination, the man will be put forward to the congregation as a candidate for office. A congregational meeting will be called for the specific purpose of electing church officers. A majority vote of the congregation is required for the election of a candidate to office.

ORDINATION AND INSTALLATION

Newly elected officers will be officially ordained and installed before the congregation during a regular service of worship. More information about this step will be provided at that time.

EXAMPLE INTERVIEW QUESTIONS ON CHRISTIAN EXPERIENCE

Nominees will be interviewed prior to entering training.

The following are examples of interview questions that may be asked.

1. What are you currently doing (apart from corporate worship) to gain a better understanding of Scripture?
2. Is there anything from Scripture that you are having a particularly difficult time applying to your life at present?
3. What are your current habits of prayer?
4. Most recently, how have you seen the Lord work in your life or the lives of others through prayer?
5. Is there any sinful act against another that you have not confessed?
6. Who knows you better than anyone else (besides your spouse) and with whom you share freely and honestly?
7. How would you describe your relationship with your spouse?
8. Are there any of your marriage vows you are neglecting?
9. If you are a parent, how would you describe your relationship with your child/ren?
10. Are there any parenting responsibilities you are neglecting?
11. What do you think might be your spiritual gift/s?
12. How are you currently using your spiritual gift/s?
13. Do you know how to share the gospel message with another person?
14. Do you look for opportunities to share the gospel with friends, neighbors or colleagues?
15. Are you regularly praying for friends, neighbors or colleagues who need to hear the gospel message?
16. On average, how many hours per week do you currently work in your vocation?
17. How would you assess the amount of time you are currently working: not enough, just right, too much?
18. Are there any areas of your financial and material stewardship that need to be aligned with biblical principles?
19. Do you currently tithe to Covenant Presbyterian Church?
20. Are you willing to discuss with some of the elders any struggles you are having with viewing pornography or other specific areas of temptation with which you struggle?
21. Are you aware of anything in your life that, if it became known, would bring reproach to you, the church, or the name of Christ?
22. Does your spouse completely support you in going forward with training to become a church officer?
23. Do you see yourself as being unable now or in the future to affirm any of the PCA officer ordination questions (BCO 24-6)? Please be specific.

OFFICER NOMINATION FORM

COVENANT PRESBYTERIAN CHURCH, NASHVILLE, TENNESSEE

Today's Date: _____

I, _____, have carefully read all the information in the "Officer Nomination" booklet and it is after much thought and sincere prayer that I submit this nomination.

I nominate _____
for the office of: Ruling Elder ☐ Deacon ☐ Either ☐

Please answer the following questions about the nominee. You may leave any question unanswered due to a lack of adequate information or knowledge.

1. Does the nominee serve others and minister to people in a spirit of love and humility? How have you seen this demonstrated?

2. What spiritual gift/s have you seen in the nominee? Please give examples of how you have seen his gifts used.

3. How have you seen the nominee exhibit a love for God's Word and a good grasp of what it teaches?

4. How have you seen the nominee exhibit that he is a man of prayer, that he turns to the Lord often with faith and a spirit of expectation?

5. (For elder nominations) Would you go to the nominee for spiritual wisdom or comfort and encourage others to do the same? Why or why not?

*Make your nominations by turning in this form in the Narthex
or fill it out online at visitcovenantpres.com/nominations.*

