

## WHO WE ARE...

### A BRIEF HISTORY

The Professional Association of United Methodist Church Secretaries was organized on April 14, 1982, in Dallas, Texas. Since the beginning, meetings have been held annually, a quarterly newsletter published, by-laws and logo adopted, working committees appointed, chapters organized, and Certification Institute established.

Legislation was adopted at the 1988 General Conference stating the General Council on Finance and Administration (GCFA) has the authority and responsibility: "To provide guidance and consultation for continuing education of church secretaries, including establishment of training and certification programs, and to provide assistance to the Professional Administrators of The United Methodist Connectional Structure." (United Methodist Book of Discipline, 2012, ¶807.19).

At the 2017 Annual Conference, and with the support of GCFA, the body approved a name change for the organization. The new name is "Professional Administrators of The United Methodist Connectional Structure" and should allow for a more inclusive membership.

Visit [www.paumcs.org](http://www.paumcs.org)  
for more information about PAUMCS.

### PAUMCS MISSION STATEMENT

The mission of the Professional Administrators of The United Methodist Connectional Structure (PAUMCS) is:

- to provide church administrators and other administrative professionals
  - ◇ a supportive base
  - ◇ unity and fellowship
- to promote
  - ◇ individual growth
  - ◇ professional development
  - ◇ continuing education
  - ◇ spiritual enrichment

In furtherance of its exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, the organization is organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of the General Council on Finance and Administration of The United Methodist Church (GCFA) and is operated, supervised, or controlled by GCFA.

General Council on Finance and Administration of  
The United Methodist Church  
1 Music Circle North, Nashville TN 37203



# PAUMCS

## Membership

### Professional Administrators of The United Methodist Connectional Structure



## ≡ PAUMCS

PAUMCS membership provides you...

- A supportive base of unity and fellowship for its members, including:
  - ◊ Linking Hands is sent out on an as needed basis. This e-mail is a forum to share a job -related question or tip. Linking Hands is a benefit of national PAUMCS membership and is open to members only.
  - ◊ The Vital Link, a quarterly electronic newsletter to keep you informed about the organization
- Individual growth.
- Professional development to enhance your leadership while focusing on the church, district, annual conference, and/or agency office for the United Methodist Church.
- Promotes continuing education by providing opportunity for certification by the General Council on Finance and Administration as a Professional United Methodist Church Administrator.
- Spiritual enrichment.

For more information about PAUMCS, including information on certification, annual conference, local chapters, and much more, please visit [www.PAUMCS.org](http://www.PAUMCS.org).

## ≡ JOIN US!

### Who may become a member?

All current administrators who work in any United Methodist local church, extension ministries, agency, or Annual Conference and any retired person who maintains her or his PAUMCS certification may be a member of PAUMCS. For a member to be in good standing, annual dues must be paid for the current calendar year. A person need not be a member of a local chapter to join PAUMCS.

### Annual Dues

Annual dues are \$50 and cover the membership period from January through December. Renewal and new membership can be paid beginning in November, but all memberships must be renewed no later than March 31. To renew or to join for the first time, visit the membership database site at [www.paumcsmembership.org](http://www.paumcsmembership.org).

### How do I become a member?

Create or update a membership record on the new membership database at [www.paumcsmembership.org](http://www.paumcsmembership.org) and pay the annual dues. For more information on how to create a membership record, read the login instructions.

## ≡ RENEWAL

### How do I renew my membership?

On [www.PAUMCSMembership.org](http://www.PAUMCSMembership.org) login, click on *Site Access*, and click on *Membership Renewal*, and follow the prompts. Renewal period is November 1 - March 31 each year.

To be in good standing, a member shall maintain PAUMCS national membership with dues current and paid in full.

### Questions? Contact:

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