



# PAUMCS

PROFESSIONAL ADMINISTRATORS  
OF THE UNITED METHODIST  
CONNECTIONAL STRUCTURE

## CODE OF ETHICS

### PROFESSIONAL ADMINISTRATORS OF THE UNITED METHODIST CONNECTIONAL STRUCTURE (PAUMCS)

The Professional Administrator of United Methodist Connectional Structure (PAUMCS) accepts The Book of Discipline and The Book of Resolutions of the United Methodist Church as law and policy for our work and ministry in The United Methodist Church. We subscribe to Code of Ethics, which affirms these, and seek to be faithful disciples of Jesus Christ our Lord in our daily work.

Quoted from Paragraph 166 in *The Book of Discipline 2016*, "Our Social Creed:"

***"We believe in God, Creator of the world, and in Jesus Christ, the Redeemer of creation.***

***We believe in the Holy Spirit, through whom we acknowledge God's gifts, and we repent of our sin in misusing these gifts to idolatrous ends.***

***We affirm the natural world as God's handiwork and dedicate ourselves to its preservation, enhancement, and faithful use by humankind***

***We joyfully receive for ourselves and others the blessings of community, sexuality, and marriage, and the family.***

***We commit ourselves to the rights of men, women, children, youth, young adults, the aging, and people with disabilities; to improvement of the quality of life; and to the rights and dignity of all persons.***

***We believe in the right and duty of persons to work for the glory of God and the good of themselves and others and in the protection of their welfare in so doing; in the right to property as a trust from God, collective bargaining and responsible consumption; and in the elimination of economic and social distress.***

***We dedicate ourselves to peace throughout the world, to the rule of justice and law among nations, and to individual freedom for all people of the world.***

***We believe in the present and final triumph of God's Word in human affairs and gladly accept our commission to manifest the life of the gospel in the world. Amen. "***

Quoted from Paragraph 163, C, in *The Book of Discipline 2016*:

**Work and Leisure** - *"Every person has the right to a job at living wage. Where the private sector cannot or does not provide jobs for all who seek and need them, it is the responsibility of government to provide for the creation of such jobs. We support social measures that ensure the physical and mental safety of workers, that provide for the equitable division of products and services, and that encourage an increasing freedom in the way individuals may use their leisure time. We recognize the opportunity leisure provides for creative contributions to society and encourage methods that allow workers additional blocks of discretionary time. We support educational, cultural and recreational outlets that enhance the use of such time. We believe that persons come before profits. We deplore the selfish spirit that often pervades our economic life. We support policies that encourage the sharing of ideas in the workplace, cooperative and collective work arrangements. We support rights of workers to refuse to work in situations that endanger health and/or life without jeopardy to their jobs. We support policies that would reverse the increasing concentration of business and industry into monopolies.*

Seeking to fulfill the purpose of the above, PAUMCS subscribes to the following Code of Ethics:

A Work environment shall ensure physical and mental safety of workers, provide cooperative sharing of ideas

and work arrangements, and encourage personal creativity. To accomplish this, the following conditions are suggested:

1. Workplaces and equipment shall be adequate to do the job well.
2. Employees shall work as a team, with full communication, to achieve goals of the church.
3. No harassment is allowed; individuals have the right to protection from inappropriate behavior.
4. Adequate remuneration for work shall be provided (salary, pension, and health care benefits.)
5. Opportunities for leisure shall be given (vacation and compensatory time as negotiated; use good planning to avoid unnecessary overtime work.)
6. Time off from work and monetary assistance shall be provided for continuing education, *i.e.*
  - a. Certification as a United Methodist Church Secretary.
  - b. Continuing Education Units and re-certification at the annual PAUMCS meetings and chapter meetings.
  - c. Other educational opportunities appropriate to the position.

B. PAUMCS members shall value their positions as a ministry, a means of service to God, and "gladly accept our commission to manifest the life of the gospel in the word."

1. Employees shall be encouraged to deepen their spiritual life and to prayerfully respond to God's call in their life.
2. Employees shall present positive attitudes, reflecting values of integrity, trust, harmony, and respect for needs of individuals, and make a conscious effort to prevent thoughts and activities that would harm the church.

C. All PAUMCS workshops, meetings, entertainment, and social gatherings, as well as individual workplaces shall reflect Christian moral and ethical values. (Numbers refer to paragraphs in *The Book of Discipline 2016*.)

1. Religious beliefs of The United Methodist church shall be affirmed.
2. The rights of all persons, regardless of race, color, creed, social or economic status, disabilities, sex, or age, shall be equally respected. (162)
3. Abstinence from alcohol and illegal drugs shall be affirmed (162, L)
4. A (tobacco) smoke-free environment shall be provided. (162, M)
5. No gambling will be allowed, including any for the purpose of fund-raising. (163, G)

D. The image of PAUMCS as a part of the connectional United Methodist Church shall always be protected.

1. List of names and addresses of members shall not be distributed to anyone except PAUMCS members and the General Council on Finance and Administration of The United Methodist Church, without the express consent of GCFA and the PAUMCS executive committee.
2. No individual member shall advertise, recommend a product, or make any public statement representing the organization without approval of the PAUMCS executive committee.

PAUMCS shall not endorse any organization or purpose not in accordance with *The Book of Discipline*.