

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 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

- 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 tips. *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.

≡ 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.



How do I become a member?

Create or update a membership record on the new membership database at: <https://paumcs.shelbynextchms.com> and pay the annual dues. For more information on how to create a membership record, read the login instructions.

Questions? Contact:

Gail Douglas-Boykin, Membership Chair
Vanderveer Park UMC
3114 Glenwood Road, Brooklyn, NY 11210
Membership@paumcs.org • 917-692-0919

≡ RENEWAL

How do I renew my membership?

On <https://paumcs.shelbynextchms.com> login, and follow the prompts.

Renewal period is through February 28 of the current calendar year.

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

Annual Dues

Annual dues are \$75 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 February 28. To renew or to join for the first time, visit the membership database site at:

<https://paumcs.shelbynextchms.com>.

