

FELLOWSHIP SERVICES

SERVICES DE LA
FRATERNITÉ

WHAT WE DO

PAOC Fellowship Services is a diverse team of ministry specialists providing leadership and organizational support for the PAOC constituency, the International Office, and others, enabling effective fulfillment of the PAOC's mission through credible and efficient service.

www.paoc.org/services

CONTACT US

Our PAOC Fellowship Relationship Coordinator, Priscilla Cochrane, is happy to help you find ministry resources and assist you with any questions or comments regarding Fellowship Services.

She can be reached at: Priscilla.Cochrane@paoc.org

IT IS OUR PLEASURE TO SERVE YOU!

PAOC PORTAL

The portal gateway is a password protected area that provides protected access for confidential documents and reports, credential renewals, ACLR Forms and Reports, and PAOC Pension Fund Reports.

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FROM THE DESK OF THE SECRETARY TREASURER

Fellowship Services falls under the office of the General Secretary Treasurer. Important information regarding the PAOC can be found under this section of the Fellowship Services website including:

- ACLR
- Audited Statements
- Constitutions
- Fellowship Statistics
- General Conference Recorded Sessions
- Ministers Assistance Fund (more information on page 4)
- PAOC Foundation (more information on page 4)
- Position Papers & Statements

PAOC FOUNDATION

The PAOC Foundation is a vehicle that enables a charitable receipt for contributions, but also enables the donor ongoing participation in the Foundation as the funds are disbursed. For additional information, please contact the office of the General Secretary Treasurer at the International Office.



MINISTERS ASSISTANCE FUND

Credential holders have an opportunity to provide compassionate assistance to fellow ministers at the time of the annual credential renewal. These funds are distributed by the International Office on the recommendation of a district office, and are usually matched by the district office, depending on the nature of the financial need. We are very grateful for the privilege of providing this assistance in time of need on behalf of all PAOC credential holders.

MINISTRY TOOLBOX

The Ministry Toolbox (formerly Church Toolbox) is full of links, resources, and information that will help support and enhance your ministry work whether you are at a church, on the mission field, or in itinerant ministry. We are always updating and adding new items so be sure to bookmark the Ministry Toolbox and visit it often. Pages 6-9 give a brief overview of what you can find in the Ministry Toolbox.

RESOURCES



CHURCH ADMINISTRATION, FINANCE & EMPLOYMENT:

A collection of resources to help with the business side of running a church, including: Church Administration Manual, Employment documents and resources, Treasurer resources and Church Transition documents.



DISCIPLESHIP & LEADERSHIP RESOURCES:

Links, media and additional resources to help encourage discipleship and leadership teaching and training.



EVENTS & MARKETING:

Links to suppliers and resources that can help you create and market events at your church.



PASTOR & BOARD RESOURCES:

Includes links to available training, and best practices resources.



RETIREMENT RESOURCES:

Documents and information to help with retirement.



PAOC LOGO & BRANDING:

Downloadable logo files and the PAOC brand guidelines.



WORDCOM STORE:

Your one-stop shop for church resources including: Pentecostal curriculum, discipleship and leadership resources, sanctuary supplies, PAOC publications, and much more! See back cover for more information.

STRATEGIC VISION RESOURCE HUB:

The Strategic Vision Resource Hub provides resources to help ministries evangelize, disciple, and equip millennials and younger.



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- 1 GENERAL DISCIPLESHIP TOOLS
- 2 INTERGENERATIONAL COMMUNICATION
- 3 CHARISMATIC/PENTECOSTAL
- 4 EVANGELICAL
- 5 SVC RESEARCH AND DOCUMENTS

FINANCIAL



LOANS & MORTGAGES:

Information on PAOC sources that are available to churches in the fellowship who are in need of financial loans and mortgages.



MISSIONS GIVING:

Missions giving remittance resources.



PAR:

Information and registration for the PAOC PAR Program. PAOC can administer a Pre-Authorized Remittance (PAR) program for your church, where church offerings are given by automatic monthly debit from individuals' bank accounts. The PAOC can accommodate up to three giving options: General, Missions, and Other. Fee: \$1/transaction.



PAYROLL SERVICES:

Information and registration for PAOC payroll services. PAOC can process your church's payroll for only \$7.50 a pay period. We can process pays for salaried employees whether they are full-time or part-time on the following schedules: Bi-weekly (every other Thursday), Semi-monthly (15th and 30th) or Monthly (15th or 30th).

AFFINITY PARTNERSHIPS



TECHNOLOGY, GIVING & CHURCH MANAGEMENT SYSTEMS

TITHE.LY

Equipping thousands of churches with a comprehensive set of technology tools, including:

- Online giving
- Church websites
- Custom church apps
- Events registration
- Church Management Software (ChMS)
- Tithe.ly Giving (no contracts or setup fees)

EMANANT INC.

Mobile engagement service to help your church both increase giving and better engage your community and congregation through mobile devices and church website.

- Receive tithes/offerings
- Fund special projects
- Quickly connect with new visitors
- Register and pay for events
- And more

TD MERCHANT SOLUTIONS

Excellent rates on credit and debit card transactions to PAOC ministries.



INSURANCE

D.L. DEEKS INSURANCE

Outstanding service and prices in the areas of **home and auto insurance**.

A donation to the missional purposes of the PAOC is also made by Deeks.

Not available in Quebec or Nunavut.

ROBERTSON HALL INSURANCE

Outstanding service and prices in the areas of **church property and liability insurance**. Robertson Hall currently provides insurance for over 700 PAOC churches and para-church ministries. Also, for every policy written, Robertson Hall gives a donation to the missional purposes of the PAOC. Not available in Quebec.



OFFICE SUPPLIES & PRINTING

STAPLES

Preferred Pricing Program for PAOC that offers you specially negotiated pricing and guarantees you will always receive the lowest price currently available at Staples.

STAPLES SOLUTIONSHIP

20 – 30 % discount to assist PAOC churches with their printing needs. This discount applies at all Staples stores across Canada.



UTILITIES

IRVING ENERGY

Large volume discount on furnace oil across Atlantic Canada for groups who are part of the EDGE buying initiative.



POLICIES

PLAN TO PROTECT

Provides the HIGHEST STANDARD of abuse prevention and protection for churches so they can create a ministry of protection to the vulnerable sector (children, youth, and vulnerable adults) and those that serve among them. Includes:

- Plan to Protect® manual
- Consulting
- Professional development and training solutions for volunteers
- Screening
- Membership
- Customized policies

The views expressed by those who are affinity partners with The Pentecostal Assemblies of Canada (PAOC) reflect each affinity partner's broader work with a variety of organizations, and may not entirely reflect the views or essential positions of the PAOC.

PENSIONS

PAOC offers Defined Benefit (DB) and Defined Contribution (DC) pension plans. PAOC provides governance and oversight over both plans to ensure our values are instilled in investments and operations.

DEFINED BENEFIT

Established in 1938, the PAOC Pension Fund is a multi-employer, defined benefit pension plan, federally incorporated, and registered in the various provinces across the country. Led by a Board of Trustees appointed by the General Executive of the PAOC, administration is coordinated through the International Office, with a dedicated Pension Centre team available to answer any questions.

A secure way to save for retirement, the Fund offers a 10% benefit ratio, meaning that at age 65 years a retiree can expect to receive an annual pension equivalent to 10% of total contributions made over the years.

Enrollment is open to:

- a) Credential holders with full-time employment in a PAOC church, ministry, or affiliate.
- b) Non-credential holders with full-time employment in same, who are members of a PAOC assembly or would qualify for membership.
- c) Part-time employees in the same categories, under certain conditions.

FOR CHURCHES AND EMPLOYEES ON OR CONSIDERING THE DEFINED BENEFIT PLAN, THE FOLLOWING FEATURES ARE AVAILABLE:

- Retirement income stream is predetermined based on employer and employee contributions.
- During periods of market uncertainty, retirement income is stable.
- Option at time of retirement to make provision for a lifetime spousal pension for a qualifying spouse, in the event of a member's death.
- PAOC mission is supported through investments in church/ministry mortgages.



DEFINED CONTRIBUTION

BMA Benefits is a consulting firm, tasked with the design and implementation of the DC Pension Plan, in conjunction with PAOC and Canada Life. Services provided include no-cost individual financial advising for all PAOC DC plan members and their families.

Enrollment is open to:

- a) Credential holders with full-time employment in a PAOC church, ministry, or affiliate.
- b) Non-credential holders with full-time employment in same, who are members of a PAOC assembly or would qualify for membership.
- c) Part-time employees in the same categories, under certain conditions.

FOR CHURCHES AND EMPLOYEES NOT ON THE DEFINED BENEFIT PLAN, THE DEFINED CONTRIBUTION PLAN OFFERS THE FOLLOWING:

- Lower fees than if administered by the church and/or employee.
- Offloading of administration and liability to BMA Benefits.
- Support of PAOC mission through investments in church/ministry mortgages, once DC portfolio achieves critical size threshold.
- Professional personal financial advice for staff at no extra charge.





P E N T E C O S T A L
F I N A N C I A L
S E R V I C E S G R O U P I N C .

PFSG was established in 2005 with the main objective of providing mortgage funding to PAOC churches for construction projects. PFSG is wholly owned by PAOC.

LOOKING TO INVEST?

Pentecostal Financial Services Group Inc. (PFSG) offers investors competitive interest rates on PFSG fixed-income Notes with 1-5 year maturities (subject to availability). PFSG uses proceeds from investments to fund mortgages for PAOC churches and ministries that enable:

- The construction of new facilities.
- The refinancing of existing facilities.
- The renovation of existing facilities.

An offering memorandum is available upon request.

Covenant Securities Corp. (CSC) is the registered restricted dealer authorized for PFSG investment Notes. A compliance program has been implemented for enhanced investor protection. CSC is wholly owned by PAOC.

NEED FINANCING?

Think outside the bank!

PFSG provides mortgage funding to PAOC congregations and ministries for:

- The construction of new facilities.
- The refinancing of existing facilities.
- The renovation of existing facilities.

www.paoc.org/services/pfsg

STEWARDSHIP SERVICES

We are called to be faithful stewards of all the resources entrusted to us. Ensuring your church congregation and ministry supporters understand the importance of stewardship is beneficial for them individually, and also for the Kingdom. PAOC Stewardship helps to fund ministry by educating families and facilitating generosity through planned giving.

www.paoc.org/services/stewardship



RADICAL STEWARDSHIP

G R O W I N G A K I N G D O M L E G A C Y

THE RADICAL STEWARDSHIP SEMINAR is our best kept secret ...
that we don't want to keep secret!

- **Part One:** 30-35 min Sunday Seminar on Biblical & Practical Stewardship Principles.
- **Part Two:** Individual appointments booked to offer assistance in Estate Planning including FREE Will and Powers of Attorney documents preparation. (under provincial jurisdictions) (approx. \$400/person savings).
- **Costs:** Are shared with the local hosting assembly. The church provides meals, accommodations and speaker honorarium. The Stewardship Department covers all other costs including travel, supplies, archiving and legal fees associated with the drafted documents.

To enquire about booking a seminar,
contact Sharon Thomson at sharon.thomson@paoc.org

ANNUITIES:

Giving a legacy gift through the PAOC Gift Life Annuity program allows you to invest in the ministries of The Pentecostal Assemblies of Canada while ensuring you have a guaranteed income for the remainder of your life.

LEGACY GIFTS

Individuals can leave a legacy gift to future fund the local church and ministries of The Pentecostal Assemblies of Canada.

SECURITIES

It's exciting to watch your investments grow whether it be stocks, bonds or mutual funds. Unfortunately, when you convert your investment to cash, the capital gain is taxable. You can avoid paying taxes and give a legacy gift by donating your securities to The Pentecostal Assemblies of Canada. When you donate your securities, you pay no capital gains tax on their increased value.

PAOC PR SERVICE

You can count on your payroll being processed by Canadian Payroll Association certified employees. Information received is completely confidential and viewed only by immediate staff processing your payroll. We currently process \$3.99 million in gross pay for more than 100 employees in PAOC churches and related ministries across Canada.

Whether you have one or several employees... we provide direct deposit and online paystubs every pay period.

Our Fees are super low:

- For 1 to 5 employees the cost is \$7.50 per pay period.
- For 6+ employees the cost is \$1.50 per employee per pay period.
- For Hourly employees the cost is \$2.50 per employee per pay period.

Other fees are:

- Record of Employment reports cost \$2.50 per request.
- T4 Drafts at year-end cost \$2.50 per employee.
- That's it, there are no other fees!

We provide all the information you need for:

- Monthly financial reporting.
- Remitting source deductions.
- Filing Records of Employment.
- Filing year-end T4's.

We process pays for salary and hourly employees on these schedules:

- Bi-Weekly: Sunday to Saturday. Paid every other Thursday.
- Semi-Monthly: 1st to 15th and 16th to end-of-month. Paid on the 15th and 30th.
- Monthly: Calendar Month. Paid on the 15th.

For more information, please email payroll@paoc.org

WORDCOM

CHRISTIAN RESOURCES

More than just curriculum!

Wordcom has access to most publishing companies, can obtain teaching resources for all ages and offers distinctly Pentecostal items, church supplies, small group material, ready-to-serve communion emblems and much more.

To see ALL we have to offer, please visit <https://wordcom.paoc.org>.