

- 3.4 To seek the conversion of our people to believe in God and to seek to be used by God for the building up of the Church of Christ.
- 3.5 To encourage a missionary spirit among our people and to raise funds for Mission Work and for other authorised local Circuit, District and Connexional MCSA and Community needs.

4. RULES:

All members of the Women's Manyano shall be pledged:

- 4.1 To give up all actions and conduct which is contrary to the conditions of membership of the MCSA, as provided in its Laws & Discipline paragraphs 3.1-3.2.
- 4.2 Not to use, sell or smoke any form of drugs, tobacco or snuff.
- 4.3 Save for family customary ceremonies, not to make, drink and sell any intoxicating liquor of any kind, and not to attend parties which are contrary to Christian Conduct and Values.
- 4.4 To be modest in dress and behaviour.
- 4.5 To try and manage personal finances so that there may not be any unnecessary debt of any kind. Gambling is strictly prohibited.
- 4.6 To encourage that marriages of members are conducted according to Christian rites and usages. Customary marriage is allowed but members are encouraged to have the marriage blessed and registered.

5. MEMBERSHIP:

- 5.1 Only Women who are Full Members of the MCSA shall be eligible for membership of the Manyano, and

shall be required to report on the work and finances of their Sub-Branch to the Branch Executive Committee Meetings which shall sit quarterly.

- 9.9 The Chairwoman and Secretary of the Branch shall be members of the Society Leaders Meeting and at least once in a year, they shall submit a report on the work of the Manyano, including the audited financial statements, to one of the Society Leaders Meetings and to the Circuit Executive.

- 9.4 The Branch of the Manyano shall be managed by a Branch Executive Committee consisting of:
- The wife of the local Minister, being a member of the Manyano, shall be the Chairwoman of the Branch, and all other Minister's wives who worship in the same Society shall also form part of the Branch Executive Committee provided that they are members of the Manyano.
 - Members of the Executive Committees of the Sub-Branches. The Branch Executive Committee shall elect from among its members a Branch Secretary.
 - Members of the Circuit Executive Committee are Ex-Officio members of the Branch Executive Committee.
- 9.5 Should there be no local Minister's wife who is a member of the Manyano, the Branch Chairwoman shall be appointed by the Circuit Manyano Executive Committee in consultation with the Superintendent Minister of the Circuit. The wife of an Evangelist may also be appointed as the Chairwoman of a Branch.
- 9.6 The Secretary shall keep the minutes of the meetings and the Roll of members. The Executive Committee of the Sub-Branch shall arrange the weekly meetings.
- 9.7 Each Sub-Branch shall open a cheque Account in the name of "The Methodist Church of Southern Africa Women's Manyano (Thurs/Sat/Sun Sub-Branch)". The bank signatories shall be the Treasurer of the Sub-Branch who shall be a compulsory signatory, the Branch Chairwoman,, together with the Chairwoman and the Secretary of the Sub-Branch as alternative signatories.
- 9.8 All the Treasurers and Secretaries of Sub-Branches

- 5.2 every member shall keep the Rules of the Manyano. Application for membership shall be submitted to the local Committee. A prospective new member shall remain on Trial for a period not less than six months, after which her name shall be submitted by the Chairwoman concerned to the Circuit or Sectional Manyano General Meeting with a report as to her readiness for full membership. The said six months on Trial shall not run concurrently with that of the MCSA trial period for membership.
- 5.3 When a member has completed her probation, has been duly examined, and fulfilled all requirements, she shall be received into full membership of the Manyano by the Circuit or Sectional General Meeting at a Public Recognition Service. She shall be robed, take her pledge and be given a membership card, and her name shall be entered in the Roll of full Members.
- 5.4 A woman who is married to a Minister may join the Manyano without necessarily following clauses 5.1-5.3. However prior to her being received into full membership and duly robed, she shall join the Manyano by making a membership commitment and pledge herself in a Public Recognition Service in accordance with the pledge as contained in this Constitution. In preparation for Circuit work, she may be oriented by the Circuit President. The order of this public recognition service shall be determined by the General Executive from time to time.
- 5.5 **UNIFORM:**
- 5.5.1 The uniform of the Manyano shall be a plain red blouse with a round collar, plain black skirt

with box or knife pleat, plain white collar, six panel plain linen hat, plain black shoes, plain black stockings and a red belt. The belt shall have a button, not a buckle, and there shall be a total of five (5) buttons in the uniform, including the one on the belt.

5.5.2 Members on Trial shall wear plain black skirts, plain white blouses of the same pattern as the red blouse, plain black doek (head scarf) or Beret, plain black shoes and plain black stockings.

5.5.3 A woman who is currently married to a Minister and who is a member of the Manyano shall be robed with a plain red Cape on top of the uniform as provided herein. The pattern, length, size and design of such Cape shall be determined by the General Executive from time to time through District Minister's wives Retreats, especially with regard to the Capes which are meant for Minister's wives, District Presidents and the General Presidents.

5.5.4 The Liturgy for robing a Minister's wife shall be designed at Connexional level for standardisation. Such robing service shall be conducted at Circuit Level by the Circuit President.

5.6 A badge of Full Membership for all the members shall have the following inscription: M.W.P. & S.U.

5.7 The abovementioned uniform shall be worn in all official meetings and services of the Manyano, when visiting the sick, at the funeral service of a Manyano member, at the Holy Communion Service or Sacramental Services, and at any other Service of

its various structures shall be reported to the Circuit Quarterly Meeting through the Circuit Executive Committee. No public fund-raising shall be organised without the written approval of the Superintendent, with the original stamp of the Circuit if Circuit letter heads or any other documents are to be used.

9. BRANCH ORGANISATION:

9.1 The Branch shall refer to a Society Prayer Meeting with one or more Sub-Branched meeting weekly, usually on Thursdays or Saturdays and/or Sundays, and it shall be opened and closed with a hymn, prayer and Bible reading.

9.2 The Branch shall operate within the geographical boundary of the Circuit.

9.3 Each Sub-Branch of the Manyano shall be managed by a local Committee consisting of:

- The Chairwoman, who shall be the wife of the Resident Minister, being a member of the Manyano. Failing this, any full member in good standing may be elected as the Chairwoman.
- The Secretary
- Assistant Secretary
- The Treasurer
- The Christian Citizenship Secretary
- Five (5) members of the Manyano elected by the Sub-Branch in its Annual General Meeting for a three (3) year term. Save for the wife of the Resident Minister, any one Office Bearer of the Sub-Branch may be re-elected for one further three (3) year term only, and shall not thereafter be eligible for re-election.

- accordance with paragraph 7.6.9 of the Laws and Discipline.
- 8.7 The Circuit Executive Committee collectively shall, through their representatives, submit a report on the work of the Circuit Manyano and an audited financial statement at least once in a year to one of the Circuit Quarterly Meetings.
- 8.8 A Circuit may be divided into one or more Sections for purposes of effective Management, easy Communication and Mission. When that happens, such an arrangement shall not undermine the governance of the Circuit, as the MCSA recognises Sections only for purposes of effective management, but not as a new structure or a new Circuit within a Circuit (Laws and Discipline 7.2.2).
- 8.9 Where the Manyano has a Section functioning in a Circuit, the wife of the most senior active Minister residing in the Section, being a member of the Manyano, may be appointed by the Circuit Executive Committee to be the Convenor of the Manyano activities in the Section and she shall be accountable to the Circuit Executive Committee.
- 8.10 A Section of the Manyano in the Circuit may have a Sectional Executive Committee consisting of a Convenor (no Vice-President as this position exists only at Circuit level), Secretary, Assistant Secretary, Treasurer and CCS for purposes of leadership and assisting with general administration.
- 8.11 All the work of the Manyano in the Circuit is under the control of the Superintendent Minister, working with other Ministers in the Circuit, in accordance with paragraph 7.12 of the Laws and Discipline.
- 8.12 All funds raised by the Manyano in the Circuit through

- importance in the life of the Church.
- 5.8 Every member of the Manyano shall subscribe an amount to be determined by the Circuit Committee, which shall include such amounts as have been decided by the District Convention. The District Executive or District Convention shall decide how the portion remitted to it shall be administered.
- 5.9 A member moving from one District to another shall conform to the usages of the District/Circuit/Society to which she has moved provided that such usages are not contrary to the general provisions of this Constitution, and the Laws and Discipline of the MCSA.
- 5.10 A member who for a period of more than three (3) months, without adequate reason, and having been visited by the local Committee during the above period, fails to attend the meetings of the Manyano, shall have her name removed from the Roll by the Circuit or Sectional Executive Committee. The Circuit Manyano shall reserve the right to recall all the property of the Manyano in the possession of the excluded member.
- 5.11 All charges affecting character and MCSA membership and discipline of a member shall be dealt with in accordance with the Disciplinary procedures, processes and structures of the MCSA.
- 5.12 **PLEDGE:**
All Members of the Manyano shall take the following pledge:
“I,, pledge myself, by the help of God, to be obedient to the Rules and Discipline of this Manyano.”

- 5.13. All funds of the Manyano at all levels, that is, at Connexional, District, Circuit, Branch and Sub-Branch levels, shall be subject to the general financial policy of the MCSA and shall be kept in a recognised Commercial Bank. A Cheque/Current Account shall be opened at all the abovementioned levels in the name of "The Methodist Church of Southern Africa Women's Manyano" followed by the name of the Manyano or the name of the District, Circuit, Local Branch or Sub-Branch.
- 5.14 The Signatories to the abovementioned Bank Accounts shall be the Treasurer, as a compulsory signatory, with either the President/Chairwoman or the Secretary being optional signatories.
- 5.15 This whole Constitution may be translated into any of the official languages spoken in the Connexion and be reproduced in a Card format which shall be referred to as the Membership Card. The colours of the said card shall include black, white and red.

6. CONNEXIONAL ORGANISATION:

- 6.1 A Connexional Convention (hereinafter referred to as the Triennial Convention) shall be held every three years consisting of:
- 6.1.1 The General Executive Committee, which comprises:
- The General President
 - The Ex-General President
 - The General Secretary
 - The General Assistant Secretary
 - The General Treasurer
 - The General Christian Citizenship Secretary (CCS)

- request the wife of any active Minister in Full Connexion (including Ministers who are Chaplains, Seconded, Part-time or any active Minister who has been given permission by the MCSA to labour in any category of ministry) who is a member of the Manyano and resides in the Circuit to be the Circuit President. If this is not possible, the wife of a Supernumerary Minister residing in the Circuit may be asked to fulfil this function. If this is still not possible, the wife of the Superintendent of a neighbouring Circuit who is a member of the Manyano may be asked to perform the functions of a Circuit President including the robing of Manyano members.
- 8.3 The Vice-President elected by the Circuit Annual General Meeting of the Circuit Manyano for a three (3) year term who shall not be the wife of a Minister, being one of the lay full members of the Manyano. She may be re-elected for one further three (3) year term only, and shall not thereafter be eligible for re-election.
- 8.4 The Circuit Manyano Secretary, Assistant Secretary, Circuit Treasurer and the Circuit Christian Citizenship Secretary, all being elected by the Circuit Manyano Annual General Meeting for a three (3) year term. Any one of these Office Bearers may be re-elected for one further three (3) year term only, and shall not thereafter be eligible for re-election.
- 8.5 At least once a quarter there shall be a Circuit Manyano gathering, including a Circuit Manyano General Meeting.
- 8.6 The Circuit President and the Circuit Secretary are members of the Circuit Quarterly Meeting in

Convention for purposes of effective Management, Fellowship, Communication and Mission Work. When that happens, it should be noted that such an arrangement should not interfere with the general Circuit governance, administration and general activities. Each Region may elect one of their members as a Coordinator to co-ordinate the above stated purpose and activities.

- 7.12 Circuits in the said Regions are encouraged to cooperate with such an arrangement in good faith and as reasonably as possible.

8. CIRCUIT ORGANISATION:

- 8.1 The Manyano in each Circuit shall be managed by a Circuit Executive Committee consisting of:
- 8.2 The Circuit President, who shall be the wife of the Superintendent Minister, provided that she is a member of the Manyano.
- 8.2.1 If the wife of the Superintendent Minister is not a member of the Manyano, the wife of the most senior ordained and active Minister in the Circuit who is a member of the Manyano may be the Circuit President.
- 8.2.2 If the most senior ordained and active Minister in the Circuit is a Woman Minister who is a member of the Manyano she may be the Circuit President.
- 8.2.3 In the absence of the above, the wife of the most senior student Minister who is a member of the Manyano may be the Circuit President.
- 8.2.4 Should none of the above be possible, the Superintendent or Resident Minister may

Four (4) other additional Members who shall not be Minister's wives.

A Connexional Consultant who is not a standing member of the General Executive Committee may be invited by the General President as and when necessary.

- 6.1.2 The Ex-General President, Ex-Secretary, Ex-Treasurer and Ex-CCS, who shall be voting members of the Convention in which they are handing over to the new General Executive Committee. It should be noted that the Ex-General President shall remain a member of the new General Executive Committee.
- 6.1.3 The General President and General office bearers, being the Vice-President, Secretary, Assistant Secretary, Treasurer and Christian Citizenship Secretary of the Young Women's Manyano, who shall not be voting members, except for a Minister's wife who is on the Committee.
- 6.1.4 The District President, Ex-District President, current Secretary, Assistant Secretary, Treasurer and Christian Citizenship Secretary of each District.
- 6.1.5 Four representatives (two Minister's wives and two non Minister's wives) elected by the Convention of each District.
- 6.1.6 Observers may attend the Convention, and, at the discretion of the General President, may participate in debates but not vote.
- 6.2 The Triennial Convention shall be held in any District of the Connexion as determined by the Triennial Convention through whatever system has been agreed

- upon from time to time, including but not limited to the roster system.
- 6.3 The General President shall be the wife of an ordained Minister in Full Connexion and in active service, elected by, and at the Triennial Convention. She shall serve for a three (3) year term and is not eligible for re-election.
- 6.4 The Ex-General President shall preside over the election of the General President-Elect, and the new General Executive. In the event that the Ex-General President is not available, the most recent Past General President present at the Triennial Convention shall preside. A Minister's widow may be elected up to the time when her late husband would have retired from the active ministry. An enquiry to clarify this situation shall be made by the nominator to the Executive Secretary of Conference prior to her name being proposed in the Triennial Convention.
- 6.5 The General President shall be inducted during the Triennial Convention by the Presiding Bishop in a Public Service which is open to all.
- 6.6 The General President-Elect may nominate the General Executive Committee from among any members of the Manyano in the Connexion. However, consideration should be given to the District in which she resides or Districts nearby for purposes of convenience, cost and the smooth functioning of the General Executive Committee. The nominated General Executive Committee shall be duly elected by the Triennial Convention and be inducted in the Public Service where the General President is inducted. The outgoing General Executive Committee shall hand over all the Manyano Connexional properties to the

- Treasurer, and District CCS Secretary for a period of three (3) years. Any one of these District Office Bearers may be re-elected for a further term of three (3) years but shall not thereafter be eligible for re-election.
- 7.6 If any District office bearer is unable to function for any reason, the District Executive may invite the former District incumbent of the office to take her place until the next District Convention. If this is not possible the District Executive Committee may elect any person who is a full member of the Manyano in good standing in the District to fill the vacancy until the next District Convention.
- 7.7 The District President-Elect and newly elected officials shall take office at the following District Convention after being inducted by the District Bishop. The outgoing District Executive Committee shall hand over all Manyano District properties to the incoming District Executive Committee during the induction service.
- 7.8 The District President, working with the District Executive Committee, shall ensure the appointment of Christian Citizenship Secretaries at District, Circuit and Branch levels.
- 7.9 The District Executive Committee shall collectively prepare, for presentation to the District Convention and Synod, a report on the work of the Manyano and an audited financial statement for the year.
- 7.10 The President and the Secretary of the District Manyano, or their alternates, are members of Synod in accordance with paragraph 6.4.15 of the Laws and Discipline.
- 7.11 The District as demarcated by the MCSA may be divided into a number of Regions by the District

- people every year to the District Conventions, but to proportionally rotate them for purposes of continuity and learning.
- 7.3 The extended District Executive Committee:
Each District Convention may have an extended District Executive Committee consisting of:
The District President, the Ex-District President, the current Secretary, Assistant Secretary, Treasurer, CCS Secretary, the wives of Ministers, Minister's widows, wives of Supernumerary Ministers in the District, Circuit Office Bearers and Women in the Ministry who are members of the Manyano.
- 7.4 The District Convention shall elect the wife of an ordained Minister in Full Connexion and in active service in the District for endorsement by Synod as President of the District Manyano. A Minister in active service shall refer to any Minister who has been given permission by Conference to serve as a Chaplain or in any other seconded position, part-time or any other recognised category of Ministry. A Minister's widow in the District is eligible for election, but only up to the time when her late husband would have retired. Prior to making such a nomination in the District Convention, the nominator shall clarify the position with the Executive Secretary of Conference. The District President shall hold office for a term of three (3) years and may be re-elected for a second term, but shall not thereafter be eligible for re-election. The Ex-District President shall preside over the elections. The District Bishop may preside over these elections under exceptional circumstances.
- 7.5 The District Convention shall elect the District Secretary, Assistant District Secretary, District

- incoming General Executive Committee during the induction service.
- 6.7 If the General President is unable to continue her duties, the Presiding Bishop shall convene the General Executive Committee and the District Executive Committee(s) in the Connexion for the purpose of electing a successor.
- 6.8 If the General President is transferred from her current District to a District some distance away from her General Executive Committee, the Triennial Convention shall empower the General Executive Committee to pay for her official trips in attending the meetings of the General Executive Committee until the end of her term.
- 6.9 The Triennial Convention may nominate a Connexional Consultant to be appointed by the Presiding Bishop or request the Presiding Bishop to delegate someone as a Connexional Consultant, who shall work closely with the General President and the General Executive Committee and the MCSA Revision Committee on Constitutional matters. The said Consultant shall operate on request by the General President and the General Executive Committee when dealing with Constitutional matters from time to time.
- 6.10 If a District President is unable to attend the Triennial Convention the Ex-District President may attend in her place.
- 6.11 The General President is the official representative of the Manyano at Conference in accordance with paragraph 5.5.14 of the Laws and Discipline.
- 6.12 The General President is the official representative of the Manyano at the World Federation of Methodist and Uniting Church Women. The Triennial Convention

or General Executive Committee may appoint an alternate if she is unable to attend.

- 6.13 An extended Connexional General Executive Committee consisting of the General Executive Committee as per paragraph 6.1.1 above, District Executive Committees of each District as per paragraph 7.2.1, the Past Presidents, all Minister's wives and two (2) non-Minister's wives from each District, (the Connexional Consultant may be invited by the General President to attend and assist with any possible Constitutional matters and amendments which can either be referred through the Triennial Convention or sent directly by the extended General Executive Committee to the Conference for final approval in accordance with paragraph 2 above), shall meet in the intervening years between the Triennial Convention.
- 6.14 A Connexional Manyano Consultation may be called by the General Executive Committee consisting of all Minister's wives plus District Lay Representatives at any given time for purposes of education, fellowship and consulting on any matters pertaining to the life of the Manyano, but with no mandate to make any Constitutional changes.

7. DISTRICT ORGANISATION:

- 7.1 A District Convention shall be held annually for prayer, fellowship and evangelisation, and to transact the business of the Organisation in the District.
- 7.2 The District Convention shall consist of:
- 7.2.1 The District Executive Committee, which comprises:
- The District President

- The Ex-District President
The District Secretary
The District Assistant Secretary
The District Treasurer
The District Christian Citizenship Secretary (CCS)
- 7.2.2 The Ex-District President, Secretary and Treasurer who shall be voting members of the District Convention in which they are handing over to the new District Executive. It should be noted that the Ex-District President shall be a member of the new District Executive Committee until the end of its term.
- 7.2.3 The District President, Vice-President, Secretary, Treasurer and CCS Secretary of the Young Women's Manyano with no voting powers, except for a Minister's wife on the Committee.
- 7.2.4 The Presidents, Office Bearers and elected representatives per paragraph 7.2.6 below of the Circuit Manyano, circuits being as they appear per their numbers in the current Yearbook.
- 7.2.5 Minister's wives, minister's widows and the wives of Supernumerary Ministers in the District, and Women in the Ministry who are members of the Manyano.
- 7.2.6 Circuit representatives shall be elected as follows. One (1) representative for any number up to twenty five (25) Circuit Manyano full members with a maximum of six (6) from any one Circuit, elected at the Circuit Manyano Meetings prior to the District Convention. Circuits are encouraged not to send same