



Notes

YOUNG WOMEN'S MANYANO

1. The Young Women’s Manyano is the Methodist Young Women’s Prayer and Service Union (YWP & SU) and stands for holiness of life, purity of speech and conduct, temperance, and service to the glory of God and for the extension of God’s Kingdom.
2. The Young Women’s Manyano (hereinafter referred to as YWM), and its members are subject to the discipline and authority of the Methodist Church of Southern Africa (hereinafter referred to as the MCSA). The YWM operates in terms of this Constitution which contains its principles and is subject to approval by Conference or the Connexional Executive of the MCSA from time to time. The Laws and Discipline of the MCSA shall always take precedence over this Constitution.
3. **The aims of the Young Women’s Manyano are:**
 - 3.1 To encourage members to read the Bible daily and to keep themselves pure as temples of the Holy Spirit.
 - 3.2 To promote a missionary spirit and to support the MCSA.
 - 3.3 To visit, pray for and witness to non-believers.
 - 3.4 To honour parents as is expected of Christians, and also to be pure in thought, word and deed.
 - 3.5 To keep our homes clean and tidy.
 - 3.6 To be faithful in attending the means of grace such as Holy Communion, the Class Meetings and the MCSA services.





- 3.7 To raise funds for mission work and for other authorised MCSA local, Circuit, District, Connexional and Community needs.
- 3.8 To encourage members to put more emphasis on skills development and training.
- 3.9 To promote and encourage Junior Manyano.

4. RULES

All members of the YWM 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 the Laws and Discipline paragraphs 3.1-3.2. as amended from time to time
- 4.2 Not to sell, use or smoke any form of drugs, tobacco or snuff.
- 4.3 Save for family customary ceremonies, not to make, drink and sell 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 be no unnecessary debt of any kind, which may bankrupt lives and homes. Gambling is strictly prohibited.
- 4.6 To make sure that marriage ceremonies of members are conducted according to Christian rites and usages.

5. MEMBERSHIP

- 5.1 Only Young Women who are Full Members of the MCSA and who have never been married shall be eligible for membership of the YWM, and every member shall keep the Rules of the YWM.

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5.2 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 Chairperson concerned to the Circuit or Sectional YWM General Meeting with a report as to her readiness for full membership. The abovementioned six months shall not run concurrently with that of the MCSA's full membership.

5.3 When a member has completed her probation and has been duly examined and fulfilled all requirements, she shall be received into full membership of the YWM 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 Members. The local YWM Executive Committee shall participate actively in the examinations.

5.5 The uniform of the Junior Manyanos shall be as follows:

- GIRLS**
- White blouse with Peter Pan collar
- Black skirt
- White hat with six panels
- Red Rosette with white button, 6.5cm wide after it has been sewn.
- White socks and black school shoes

- BOYS**
- Long grey trousers
- White shirt
- Red tie
- Black shoes



6. UNIFORM

The uniform of the YWM shall be:

- 6.1 A white blouse without a collar. Note: there should be five buttons, four in the blouse one in the belt.
- 6.2 A black skirt with box or knife pleat
- 6.3 Plain black shoes and plain black stockings
- 6.4 A red collar
- 6.5 Six panel Manyano hat
- 6.6 Members on trial shall wear a black skirt, black stockings, black shoes, white YWM blouse and black beret.
- 6.7 The badge of membership is white with gold trim, with the inscription MYWP & SU.
- 6.8 Minister's wives shall wear the uniform as provided in the Women's Manyano Constitution including the capes. The District and General Presidents of the YWM shall wear the same type of cape as that of the Women's Manyano.
- 6.9 A member who for a period of more than three (3) months, without adequate reasons, and having been visited by the local Committee during the above period, fails to attend the meetings of the YWM, shall have her name removed from the Roll. A member whose name has for any cause been removed from the Roll shall be notified in writing. The MCSA shall reserve the right to retrieve all its properties from such discontinued member.
- 6.10 All charges affecting character and MCSA discipline of a member shall be dealt with through the disciplinary procedures, processes and structures of the MCSA.

6.11 PLEDGE:

All Members of the YWM shall take this pledge:

District Presidents, District Vice-Presidents, District Secretaries, District Assistant Secretaries, District Treasurers, District Christian Citizenship Secretaries or their authorised deputies, Minister's wives, the wives of Supernumerary ministers, minister's Widows and two (2) delegates from each District, shall meet in the intervening years between the Triennial Connexional Convention. This extended General Executive Committee may propose amendments to the Constitution to be sent to Conference after being deliberated at the Triennial Convention, or directly to the Conference for final approval in accordance with paragraph two (2) above.

- 10.13 A Connexional YWM Consultation may be called by the General Executive Committee consisting of all the Minister's wives, District Executive Committees and two (2) District lay representatives in any given year for purposes of education, fellowship and consulting on any matters pertaining to the life of the YWM, but with no mandate to make any Constitutional changes.
- 10.14 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.





- 10.7 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 appointing a successor.
- 10.8 If the General President is transferred to a District further from her General Executive Committee, the Triennial Convention shall empower the General Executive Committee to pay for all her official trips in attending meetings of the General Executive Committee until the end of her term. This arrangement seeks to avoid transferring the administration of the General Executive Committee from one to the other mid-stream, as such action could cause confusion and compromise principles of accountability especially on financial matters. It also avoids the situation of a new General President who has not been elected by the Triennial Convention.
- 10.9 If a District President cannot attend the Triennial Convention the Ex-District President may attend in her place.
- 10.10 The General President is the official representative of the YWM at Conference in accordance with paragraph 5.5.14 of the Laws and Discipline. If the General President is unable to attend, the General Vice President or General Secretary may attend in her place.
- 10.11 The General President is the official representative of the YWM at the World Federation of Methodist and Uniting Church Women. The Triennial Convention may appoint an alternate if she is unable to attend.
- 10.12 An extended Connexional General Committee consisting of the General Executive Committee,

“I,, pledge myself, by the help of God, to be obedient to the rules and discipline of the Young Women’s Manyano.”

- 6.12 Every member of the YWM shall subscribe an amount to be decided by the Circuit Committee, which shall include such amount as has been decided by the District Convention. The District Executive shall decide how the portion remitted to it shall be administered.
- 6.13 A member removing from one District/Circuit/Branch to another shall conform to the Rules and usages of the District/Circuit/Branch to which she has moved, provided that such Rules and usages are not contrary to the general provisions of this Constitution.

7. LOCAL BRANCH ORGANISATION

- 7.1 The Branch shall refer to a Society prayer meeting with one or more Sub-Branches meeting weekly, usually on Wednesdays, Saturdays and/or Sundays, and shall be opened and closed with hymn, Prayer and Bible reading.
- 7.2 The branch shall always operate within the geographic boundary of the Circuit.
- 7.3 Each of the Sub-Branches of the YWM shall be managed by the local Committee consisting of:
 - The Chairperson being a member of YWM.
 - The Secretary
 - The Assistant Secretary
 - The Treasurer
 - The Christian Citizenship Secretary (CCS)
 - There shall be no additional members in a Sub-Branch





- The above Committee shall be elected by the Sub-Branch Annual General Meeting for a term of three (3) years.
- 7.4 The Branch of the YWM shall be managed by a Branch Executive Committee consisting of:
- Members of the Executive Committee of the Sub-Branches.
 - The wife of the local active Minister being a member of the Women’s Manyano who shall be the Chairperson of the Branch. Members of the Circuit Executive are Ex-Officio members of the Branch Executive.
- 7.5 Should there be no local Minister’s wife, the Branch Chairperson shall be nominated by the Circuit Executive in consultation with the Superintendent of the Circuit and appointed by the Circuit Quarterly Meeting. The wife of an Evangelist may also be appointed as the Chairperson of a Branch.
- 7.6 The Secretaries of both the Branch and the Sub-Branch shall keep the minutes of the meetings and a Roll of members. The Committee of the Sub-Branch shall arrange the weekly meetings.
- 7.7 All levels of the YWM – Sub-Branch, Branch, Circuit, District and Connexion – shall open a Cheque Account in the name of “The Methodist Church of Southern Africa Young Women’s Manyano”, followed by either the name or the level of the YWM. The signatories shall be the Treasurer as a compulsory signatory, who shall keep all the financial records of the Sub-Branch, , together with the Chairperson and Secretary as alternative signatories.
- 7.8 All the Treasurers and Secretaries of Sub-Branches shall be required to report on the work and finances of

She shall serve for a single term of three (3) years only and is not eligible for re-election. A Minister’s widow may be elected, but only 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. The Ex-General President shall preside over the elections of the new General Executive Committee. If she is not available the most recent Past General President present at the Triennial Convention shall preside.

- 10.4 The General President shall be inducted during the Convention by the Presiding Bishop in a Public Service which is open to all.
- 10.5 The General President-Elect may nominate the General Executive Committee members from among any members of the YWM in the Connexion for election by the Triennial Convention. She may consider nominating such General Executive Committee members from the District or Districts closest to where she resides. When such nominations are made, she shall consult with the District Executive Committee members of the District(s) being considered. Such nominated General Office Bearers shall be duly elected by the ensuing Triennial Convention.
- 10.6 The nominated General Executive Committee, having been duly elected by the Convention, shall be inducted in the same public service when the General President is inducted. During this service the outgoing General Executive Committee shall hand over all the Connexional property of the YWM to the incoming General Executive Committee.





comprises:

The General President
 The Ex-General President
 The General Vice-President
 The General Secretary
 The General Assistant Secretary
 The General Treasurer
 The General Christian Citizenship Secretary

10.1.2 The Ex-General Vice- President, Secretary and Treasurer shall be voting members of the Convention in which they are handing over to the new General Executive Committee. The Ex-General President shall remain a voting member for the duration of the term of the new General Executive Committee.

10.1.3 The General President, Secretary, Assistant Secretary, Treasurer and Christian Citizenship Secretary of the Women's Manyano who shall have no voting powers, except for the Ministers' wives in the committee.

10.1.4 The President, Vice-President, Secretary, Assistant Secretary, Treasurer and Christian Citizenship Secretary of each District.

10.1.5 Two delegates elected by the Convention of each District.

10.2 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.

10.3 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.

the Sub-Branch to the Branch Executive Committee Meetings which shall sit quarterly.

7.9 The Chairperson and Secretary of the Branch shall be members of the Society Leaders Meeting and at least once a year they shall submit a report on the work of the YWM to the Society Leaders Meeting and the Circuit Executive Committee, including the presentation of the annual audited Financial Statement.

7.10 All the work of the YWM 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.

7.11 All funds raised by the YWM in the Circuit through 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 Minister.

8. CIRCUIT ORGANISATION

8.1 The YWM in each Circuit shall be managed by the Circuit Executive Committee consisting of:

8.2 The Circuit President, who shall be the wife of one of the ordained and active Ministers labouring in the Circuit, being a member of the Women's Manyano, or an ordained or student Woman Minister labouring in the Circuit who is a full member of the YWM.

8.2.1 The Circuit President as provided in 8.2 above shall be elected by the Circuit General Meeting which shall be chaired by the Superintendent Minister and be reported at the next Circuit Quarterly Meeting.





- 8.2.2 Should 8.2 above not be possible, the wife of the most senior student Minister who is a member of the Women's Manyano may be the Circuit President.
- 8.2.3 Should none of the above be possible, the Widow of a Minister residing in the Circuit may be requested by the Superintendent or the Resident Minister to assume this office. The wife of an active Minister who does not labour but resides in the Circuit (this includes Ministers who are Chaplains, Seconded, Part-time and any other category of active Ministry as permitted by Conference), may also be requested by the Superintendent Minister to be the Circuit President provided that she is a member of the Women's Manyano. Failing this, the wife of a Supernumerary Minister residing in the Circuit may be requested to act as the President, failing which the Superintendent may request any Minister's wife who is a member of the Women's Manyano from a neighbouring Circuit to conduct the functions of a Circuit President, including the robing of YWM members.
- 8.3 The Vice-President elected by the Circuit Annual General Meeting of the Circuit YWM for a three (3) year term and being a YWM member.
- 8.4 The Circuit YWM Secretary, the Assistant Secretary, Circuit Treasurer, and the Circuit Christian Citizenship Secretary all being elected by the Circuit YWM Annual General Meeting for a three (3) year term.
- 8.5 At least once a quarter there shall be a Circuit gathering, including the Circuit YWM General Meeting.

- 9.9 The District Executive Committee shall collectively prepare, for presentation to the District Convention and Synod, a report on the work of the YWM and an audited Financial Statement for the year.
- 9.10 The President and the Secretary of the District YWM, or their alternates, are members of Synod in accordance with paragraph 6.4.15 of the Laws and Discipline.
- 9.11 The Circuit which hosts the District Convention shall be permitted to use any method of meeting the local expenses of the annual Convention as long as such methods do not contravene any part of the Laws and Discipline.
- 9.12 The District as demarcated by the Church may be divided into a number of Regions by the District 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 Circuit governance, administration and general activities. Each Region may elect one of their members as a Co-ordinator to co-ordinate the above stated purpose.
- 9.13 Circuits in the Regions are encouraged to co-operate with such an arrangement in good faith and as reasonably as possible.

10. CONNEXIONAL ORGANISATION

- 10.1 A Connexional Convention (hereinafter referred to as the Triennial Convention) shall be held every three years, consisting of:
- 10.1.1 The General Executive Committee, which





- making the nomination in the District Convention. The District President shall hold office for a term of three (3) years and shall be eligible for re-election for one further term of three (3) years only, and shall not thereafter be eligible for re-election.
- 9.5 The District Convention shall elect the District Vice-President, Secretary, Assistant Secretary, Treasurer and CCS. These Office Bearers shall hold office for a term of three (3) years. Any one or more of these Office Bearers may be re-elected for one further term of three (3) years, and shall not thereafter be eligible for re-election
- 9.6 If any District Office Bearer is unable to function for any reason, the former District incumbent of the office shall take her place until the next District Convention. If that is not possible the District Executive Committee may appoint any person in the District who is a full member of the YWM to fill the vacant office until the next District Convention.
- 9.7 The District President-Elect and newly elected officials shall take office at the following District Convention after being inducted by the District Bishop, unless the circumstances dictate otherwise. If there is to be any deviation from this the District Bishop shall be advised and he/she shall attend to the matter in consultation with the District Executive Committee. During this service the outgoing District Committee shall hand over all District property to the incoming District Executive Committee.
- 9.8 The District President working with the District Executive Committee shall ensure the appointment of Christian Citizenship Secretaries at District, Circuit and Society levels.

- 8.6 The Circuit President and the Circuit Secretary are members of the Circuit Quarterly Meeting in accordance with paragraph 7.6.9 of the Laws and Discipline.
- 8.7 The Circuit Executive collectively shall, through their representatives, submit a report on the Work of the Circuit YWM 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, it 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 & Discipline 7.2.2).
- 8.9 Where the YWM has a Section functioning in a Circuit, the wife of the most senior active Minister responsible for the Section shall be appointed by the Circuit Executive Committee to be the Convenor of the YWM activities in the Section, provided that she is a member of the Women's Manyano and is accountable to the Circuit Executive Committee.
- 8.10 The Sectional Convenor of the YWM may have a Committee consisting of a Secretary, Assistant Secretary, Treasurer and CCS Secretary for purposes of assisting with leadership and general administration.
- 8.11 All expenses of the official Circuit Representatives to the District Convention, including catering, shall be met by the Circuit YWM.





9. DISTRICT ORGANISATION

- 9.1 A District Convention shall be held annually for prayer, fellowship and evangelisation, and to transact the business of the YWM in the District.
- 9.2 The District Convention shall consist of:
- 9.2.1 The District Executive Committee, which comprises:
 The District President
 The Ex-District President
 The District Vice-President
 The District Secretary
 The District Assistant Secretary
 The District Treasurer
 The District Christian Citizenship Secretary
 elected by the District Convention.
- 9.2.2 The ex-District President, Secretary, Treasurer and CCS shall be voting members of the District Convention in which they are handing over to the new District Executive Committee. The ex-District President shall remain a member of the new District Executive Committee and retire at the end of its term, thus becoming the immediate Past District President.
- 9.2.3 The District President, Secretary, Assistant Secretary, Treasurer and CCS of the Women's Manyano with no voting power, except for the Ministers' Wives in the Committee.
- 9.2.4 The President, Office Bearers and the elected delegates of the Circuit YWM. Circuits shall be as they appear per their number in the current Yearbook.
- 9.2.5 Minister's wives, widows and the wives of

- Supernumerary Ministers in the District with voting powers. Ministers who are members of the YWM are also voting members of the District Convention.
- 9.2.6 One representative for any number up to twenty five (25) Circuit YWM members, with a maximum of six (6) from any one Circuit, elected at the Circuit YWM meetings prior to the District Convention. Circuits are encouraged not to send the same people every year to the District Conventions, but to proportionally rotate them for purposes of continuity and learning.
- 9.3 The extended District Executive Committee:
 Each District Convention may have an extended District Executive Committee which consists of:
 The District President, the Ex-District President, the Ex-Vice-President, the current Vice-President, Secretary, Assistant Secretary, Treasurer, CCS, the wives of Ministers, Minister's widows, wives of the Supernumerary Ministers in the District, and one member elected by each Circuit YWM from among its members and Circuit Officials.
- 9.4 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 the President of the District YWM. An Ordained active Woman Minister who is a member of the YWM is also eligible for election. A Minister's widow in the District is eligible for election, but only up to the time when her late husband would have retired. A person making such a nomination should enquire from the Executive Secretary of Conference prior to

