Kairos Prison Ministry International, Inc.

COVENANT AGREEMENT

BETWEEN KAIROS PRISON MINISTRY INTERNATIONAL, INC. (KAIROS) AND THE _____ STATE CHAPTER COMMITTEE, FOR YEAR: _____

This Covenant Agreement is a dynamic document subject to revisions and amendments, and is subordinate to the provisions of various Kairos policy and procedural documents.

The members of the State Chapter Committee commit to a cooperative partnership for the fulfillment of this Covenant Agreement as part of the Kairos mission, policies and programs.

The Covenant Agreement will be reviewed annually by Kairos and signed annually by the State Chapter Committee membership.

The primary focus of Kairos is summarized in our Core Values, Vision, Mission Statement and Statement of Faith. Every volunteer must submit and sign off on adherence to these documents.

VISION

A community spiritually freed from the effects of imprisonment reaching all impacted by incarceration, through the love, hope and faith found in Jesus Christ.

MISSION

The mission of Kairos Prison Ministry is to share the transforming love and forgiveness of Jesus Christ to impact the hearts and lives of incarcerated men, women and youth, as well as their families, to become loving and productive citizens of their communities.

CORE VALUES

Kairos Prison Ministry Core Values guide our behavior and actions as a board, staff, and volunteers:

Lay led, Christ centered Ministry

We are Christians who believe in the Holy Trinity and honor and live the teachings of the Bible and our Lord and Savior, Jesus Christ. We conduct the ministry while inviting all to attend as Guests or Participants in Weekends and program-specific follow-on activities to build Christian community.

Empowerment while Building Accountability

While we empower the local volunteers to conduct the ministry, we are accountable to excellence and performance at the highest standards and authority of the ministry. We empower Guests or Participants to be accountable for their lives and be transformed by Jesus Christ.

Continuing Ministry Model to Build Community

We believe in the importance of enabling relationships to build community, thus our model includes the Weekend experience, followed by Guests or Participants gathering regularly for accountability, support and prayer. The full complement of the well-defined returning model is necessary for the community to prosper.

Trustworthy

We believe that we must be honest and truthful in our personal conduct as we represent the ministry consistently and with integrity. We are obedient to God in everything we do and obedient to the guidelines of the Kairos ministry programs.

Respect and Love

We believe in respecting each person with dignity while modeling Christ's love. We practice 'Listen, Listen, Love, Love.'

Stewardship

We believe that we must be good stewards of our ministry's programs, funds and resources, as well as our personal time, talent and treasures.

STATEMENT OF FAITH

The people of Kairos are called by God to share the love of Christ with those impacted by incarceration. Kairos encourages believers from a variety of Christian traditions to be volunteers in this Christ-filled ministry.

Kairos programs offer to prison residents, their families, and those who work with them the opportunity to receive God's forgiveness through faith in Jesus Christ, and to grow in their faith and servant hood in Christian community. We stand on the common ground of the following elements of faith:

We in Kairos believe:

- *The Bible is God's authoritative and inspired word for our faith and our lives.*
- *In the Trinity of the Father, Son and Holy Spirit.*
- *In the deity, death and resurrection of Jesus Christ.*
- *Friendship with God is a free gift, for God so loved the world that He gave His one and only son so that whoever believes in Him shall not perish but have eternal life.*
- *The love of Jesus Christ motivates His followers to provide food for the hungry, drink to the thirsty, welcome to the stranger, clothes for the naked and visits to the sick and those in prison.*
- *In sharing the love and forgiveness of Jesus Christ with all incarcerated individuals, their families and to those who work with them inside and outside the correctional institution.*

Commitments and Responsibilities of the State Chapter Committee members

The State Chapter Committee members, to the best of their abilities, do covenant to:

- Operate in an ethical and legal manner (local, state and federal)
- Support the goals, vision, mission, Statement of Faith and Core Values of Kairos
- Comply with the policies and procedures of Kairos, including, but not limited to:
  1. The Bylaws of Kairos
  2. The Kairos Financial Policies and Practices Manual (including Affiliation Fee calculations)
  3. The State Chapter Committee Operating Procedures
  4. The Advisory Council Operating Procedures
  5. Program Manuals for each program
     A. Conduct the program fully within the program manual(s) guidelines
     B. Conduct the full Kairos program including Weekend and follow up (Prayer & Share, Reunions, Retreats, SWAP, mentoring) according to the specific program requirements
  6. Policy documents (Code of Conduct, Photograph Policy, Style Guides, etc.) which are published on the MyKairos.org website
  7. Utilize all tools and processes including but not limited to KairosMessenger, QuickBooks, KairosDonor, EZRA, Excellence Initiative, AKT and ACT. This includes any new tools, processes and procedures introduced.
- Carry out the responsibilities in accordance with the job descriptions of any position held on the Committee
- Communicate timely and accurately information to and from other levels of the ministry, along with communication to the Advisory Council levels
- Protect the intellectual property, trademarks, and program materials from use outside of the ministry, while properly using official Kairos logos throughout the state
- Report and communicate to CEO timely, participating in meetings and calls; while providing operational leadership to the State and Advisory Councils
- Ensure leaders are trained timely and a leadership track is developed for all positions
- Develop plans for the state for volunteer recruitment, funding at local level to fully cover costs and growth of the ministry
- Take actions to correct any person's action not operating properly according to the core documents, policies, programs or expectations of Kairos
- Positive relations with State Department of Corrections and Juvenile Justice Department
- No State has the authority to disregard or change the policies, program or operating procedure defined by Kairos

Commitments and Responsibilities of Kairos

The Kairos Board of Directors, the CEO and the Kairos Staff, to the best of their abilities, do covenant to:

- Support the activities of the State Chapter Committee through regular communications
- Provide timely decisions on procedural and policy issues
- Provide clear and concise guidance on the Kairos Method, manuals, policy and procedures
- Provide tools to promote the ministry to aid in fundraising and recruitment

IN WITNESS WHEREOF, the parties have caused this Covenant Agreement to be executed.

This agreement must be signed annually upon election of State Officers.

KAIROS PRISON MINISTRY INTERNATIONAL, INC.

CEO

Signature: _____

Printed Name: Evelyn Lemly

Date: _____

STATE CHAPTER COMMITTEE OFFICERS

State Chair

Signature: _____

Printed Name: _____

Date: _____

State Vice Chair

Signature: _____

Printed Name: _____

Date: _____

Secretary

Signature: _____

Printed Name: _____

Date: _____

Financial Secretary

Signature: _____

Printed Name: _____

Date: _____

Treasurer

Signature: _____

Printed Name: _____

Date: _____

Volunteer Recruitment

Signature: _____

Printed Name: _____

Date: _____

Fundraising

Signature: _____

Printed Name: _____

Date: _____

Agape

Signature: _____

Printed Name: _____

Date: _____

Program Committee Chair

Signature: _____

Printed Name: _____

Date: _____

Position: _____

Signature: _____

Printed Name: _____

Date: _____

Advisory Council Chairs should be committing to the Affiliation Agreement between the State Chapter Committee and the Advisory Council.

EXHIBIT A

(This document is to be used if state officers change during the year for the new officers to join the Covenant Agreement.)

JOINDER TO STATE CHAPTER COVENANT AGREEMENT

By signing this Joinder, the undersigned hereby (a) becomes a party to the State Chapter Covenant Agreement dated as of _____, 20____ by and between Kairos Prison Ministry International, Inc. and the _____State Chapter Committee, and (b) agrees to abide by and to be bound by all the terms of the **COVENANT AGREEMENT** applicable to Members.

Signature: _____

Print Name: _____

Date: _____

Position: _____