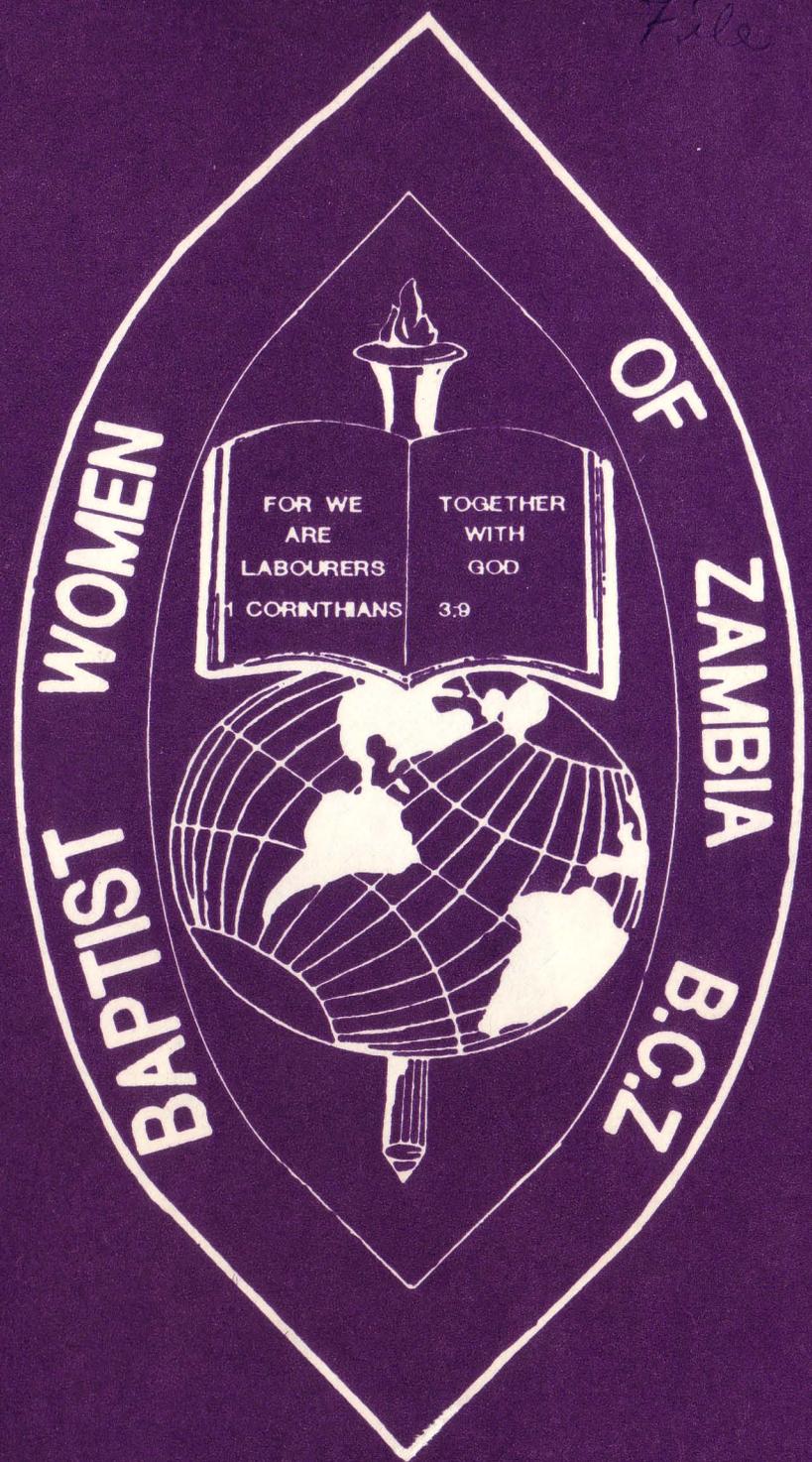


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BAPTIST WOMEN

OF ZAMBIA
B.C.Z.

FOR WE ARE LABOURERS TOGETHER WITH GOD
1 CORINTHIANS 3:9

Uniform for Baptist Women in Zambia



A purple long sleeved
shirt-waist blouse

A blue skirt and white
duku



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BAPTIST WOMEN'S GUIDEBOOK

BAPTIST WOMEN'S ORGANISATION

OF

ZAMBIA

BAPTIST WOMEN'S VERSE:

"For we are labourers together with God..."

1 Corinthians 3:9

BAPTIST WOMEN'S HYMN:

"Come Women, Wide Proclaim"

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INTRODUCTION

Baptist Women of Zambia is an organisation for women members of Baptist churches. All Baptist women should be members.

Baptist women in the United States started to meet in the year 1888. Baptist women wanted to share the story of Jesus with other people. Small groups of women met in different Baptist churches for many years. Members from these small groups met together to form Women's Missionary Union. Now many Baptist women in the United States work together. There are women's meetings in many other countries where there are Baptist missionaries.

Baptist women in countries around the world belong to the Women's Department of the of the Baptist World Alliance.

Baptist women first started meeting in Zambia in 1961. The work was begun by women who wanted to know more about the Saviour who died for all the world. They wanted to know the joy of being "labourers together with God."

Baptist Women's work in Zambia has grown. The first annual meeting was in 1968. We thank God for his blessings on the Baptist Women's work in Zambia.

CHAPTER 1

BAPTIST WOMEN OF ZAMBIA

OUR VERSE: *"For We are labourers together with God"*
1 Corinthians 3:9

OUR COLOURS:

Our colours are purple, blue, and white.

The purple stands for Jesus, the Lord of our life.

The blue stands for our faithfulness to God.

The white shows the purity of our hearts when we trust Jesus.

OUR EMBLEM:

Our Women's emblem is made in the shape of the double fish head. In the early days of Christians, the Christians were often persecuted. When the Christians met a stranger, they would make the sign of the fish head. If the stranger were a Christian, he would immediately recognise his fellow Christian. In the Greek language, the first letters of each word in "Jesus Christ, Son of God, Saviour," spell the word "Fish." When they made the sign of the fish head, it was a brief testimony of their love for Jesus.

In the centre of our emblem is an open Bible. We want to follow the word of God in all we do. Our verse, "labourers together with God" is written on the open Bible.

There is a light above the open Bible. This light represents Jesus as the light of the world. As his followers, we must allow his light to shine into all the world.

Beneath the open Bible is a picture of the world. This shows that we want all the people of the world to know

Beneath the open Bible is a picture of the world. This shows that we want all the people of the world to know Jesus. We want people everywhere to know that Jesus is the "light of the world." We are happy to be labourers together with God, telling everyone about Jesus, the Son of God.

WOMEN'S HYMN

The hymn for Baptist Women, "Come, Women, Wide Proclaim" calls women to come, to proclaim salvation, to sing praises, to teach children, to work, and to pray.

Come women, wide proclaim
Life through your Saviour slain;
Sing evermore.
Christ, God's effulgence bright,
Christ, who arose in might,
Christ, who crowns you with light,
Praise and adore.

Come, clasping children's hands,
Sisters from many lands,
Teach to adore;
For the sin-sick worn,
The weak and over-borne,
All who in darkness mourn,
Pray, work yet more.

Work with your courage high,
Sing of the day-break nigh,
Stars shall your brow adorn,
Your heart leap with the morn
And, by His love up-borne,
Hope and adore.

Then when the garnered field
Shall to our Master yield
A bounteous store,
Christ, hope of all the meek,
Christ, whom all earth shall seek,
Christ, your reward shall speak,
Joy evermore.

BAPTIST WOMEN'S UNIFORM

Only women who are baptized members of a Baptist church may wear the uniform for Baptist Women of Zambia.

Before a woman may wear the uniform, she must do these things:

- 1 She must be faithful to her church. She must attend Sunday School, church services, and prayer meetings
2. She must be morally upright.
3. She must not smoke tobacco or drink beer.
4. She must have attended meetings of Baptist Women for at least six months.
5. She must learn the Baptist Women's Hymn.
6. She must learn the Baptist Women's Verse.
7. She must own her own Bible.
8. She must learn (memorize) the plan of Salvation:
 - (1) All people are lost sinners (Romans 3:23)
 - (2) God sent his Son to save lost sinners (John 3:16)
 - (3) What a sinner must do to be saved:
 - (a) Repent: Luke 13:3
 - (b) Believe: Acts 16:31
 - (c) Confess: Matthew 10:32-33
 - (d) Obey: John 14:15

After a woman has memorized all the verses, she must say them to a committee made up of 3 of the following:

her pastor, chairlady of the Baptist Women in her church, deacons, missionary, or other leaders in the church. When the committee is satisfied that she knows the verses well

The Continental Unions are:

- (1) Baptist Women's Union of Africa
- (2) Baptist Women's Union of South-West Pacific
- (3) European Baptist Women's Union
- (4) Latin American Baptist Women's Union
- (5) Asian Baptist Women's Union
- (6) North American Baptist Women's Union

The Women's Department of the Baptist World Alliance works to strengthen Christian faith, suggests what women can do for Christ, appeals for dedication of life, and develops leadership abilities.

What Does the Day Of Prayer Offerings Do?

- (1) It helps with finances for elected leaders from Continental Union to attend meetings.
- (2) It provides funds for leadership training sessions.
- (3) It prints publications such as "Day of Prayer" programmes and "Together."
- (4) It assists in the projects of the Alliance in Baptist World Relief.

THE BAPTIST WORLD ALLIANCE

The Baptist World Alliance (BWA) is made up of Baptists from six continents. Its purpose is as follows:

“The Baptist World Alliance, extending over every part of the world, exists in order to more fully show the essential oneness of Baptist people in the Lord Jesus Christ, to impart inspiration to the brotherhood and to promote the spirit of fellowship, service, and cooperation among its members.”

The Women’s Department of the Baptist World Alliance calls together Baptist women around the world. A meeting is held at the same time the Baptist World Alliance meets. The Women’s Department promotes Christian fellowship among Baptist Women of the world. The Department does not set up an organisational pattern or plan of work that women must follow. It seeks to be a place where ideas can be shared, needs discussed, and women encouraged to do the work of Christ’s church.

The Baptist Women’s Day of Prayer is planned by the Women’s Department. The Day of Prayer was first begun by European Baptist women asking God to mend the heart-break of World War II. Women were interested in settling world problems by praying together. It has been observed for many years. Through the years this day has brought much strength into the lives of many women and has caused us to grow spiritually as we become more concerned for others.

The programs for the “Baptist Women’s Day of Prayer” are prepared by the Women’s Department of the Baptist World Alliance. They are sent to each country. The country has them translated into local languages and then distributed to the local women’s meetings. On the first Monday of November, sisters in Baptist churches across six continents pray together.

and has met all of the other requirements, the woman may then buy the material to make her uniform.

BAPTIST WOMEN’S PIN

After a woman has her uniform, she may earn the pin of the Baptist Women of Zambia. To meet the requirements a woman must learn (memorize) the Aims of the Baptist Women and one of the Bible verses that represents each aim. The aims are on page 5.

After a woman has memorized all the aims and verses, she must say them to a committee made up of 3 of the following: her pastor, chairlady of the Baptist Women in her church, deacons, missionary, or other leaders in the church. When the committee is satisfied that she knows the verses well, she may purchase a pin.

AIMS FOR CHRISTIAN GROWTH

When we accept Jesus Christ as our Saviour, we become a Christian. As Christians we should grow to become more like Jesus in the way we live each day.

In 1 Peter 2:2 we read that as new Christians we are like new-born babies. New babies need milk often. Christians need to read the Bible often. Just as babies grow by drinking milk, new-born Christians will grow spiritually to be like Jesus when they seek God's Wisdom.

2 Peter 3:18 tells us to "grow in grace (spiritual strength) and knowledge of Jesus Christ."

Baptist Women promote ten aims that will help Christian women to grow spiritually. Let us study each of them.

- I. Studying the Bible - Psalm 119:11
- II. Praying - John 14:13-14
- III. Witnessing for Christ - Acts 1:8
- IV. Knowing About the World - Matthew 28:19-20
- V. Sharing Possessions - Christian Stewardship
2 Corinthians 8:5; 1 Corinthians 16:2; Malachi 3:8-10
- VI. Training Our Children - Proverbs 22:6;
Deuteronomy 11:19
- VII. Enlisting New Members - John 3:16
- VIII. Electing Leaders - 1 Corinthians 14:40
- IX. Training Leaders - 2 Timothy 2:15
- X. Attending Meetings, Keeping Records, Reporting,
Hebrews 10:25; John 4:24.

MEETINGS FOR THE BAPTIST WOMEN

1. Weekly Meeting

The Baptist Women in a church usually meet one time a week. It is good to use the programme books at this meeting. These books are available at the Baptist Publishing House in Lusaka. At this meeting, the officers (leaders) lead the Baptist Women to plan for enlistment, visitation, soul-winning.

2. Associational Meetings

Baptist Women from local Baptist Churches in an association may organize a Baptist Women's Association. The Association will decide how often to meet. Meetings may be held once, twice or three times a year. The meetings may last one day or an entire weekend. Officers may be elected for the Association. These may be chosen as needed. These officers could be; chairlady, vice-chairlady, secretary, treasurer, Prayer/Personal Service Leader, Little Helpers, Leader and Followers of Jesus Leader.

Association meetings are good times for training leaders and Christian fellowship. Leaders from the Baptist Women of Zambia may be invited at the association's expense to help train leaders from the churches in the association.

3. Baptist Women of Zambia

Baptist Women of Zambia meet one time a year. The place of the meeting is decided by the Executive Committee.

last meeting are as follows:" (she reads the minutes).

Chairlady: "Are the minutes correct?" (Then asks for a recommendation of approval of minutes).

Treasurer: Chairlady will ask the treasurer to give a report of the finances. The treasurer uses her record book and tells how much money she had at the beginning of the month, how much and for what it was spent, the balance at end of the month.

Chairlady: "Are there any questions?" (She gives the members time to discuss or ask questions).

Any member may introduce new business. A motion must be made to bring matters before the group for discussion. To bring new business, the member stands to address the chairlady or raises her hand.

"Madam Chairlady," the member says.

The chairlady calls her name, "Mrs. Banda"

The member then says, "I move that...."

The chairlady will say, "It has been moved that... .

Is there a second to the motion?" After a second to the motion, the chairlady will call for any discussion.

Then she will ask the women to vote.

AIM 1 - STUDYING THE BIBLE

"I have laid up thy word in my heart, that I might not sin against thee." Psalm 119:11

The Bible is God's Word. God speaks to us through the Bible. We need to read the Bible every day. We need to pray that we will understand God's message to us in his Word. His word is the food we need for spiritual growth. Our soul can grow through Bible study.

Our first Aim is "Studying the Bible." We can reach this aim in the following ways:

1. By encouraging each woman to read her Bible every day.
2. By using the Daily Bible Readings found in the Programme book for Baptist Women.
3. By encouraging our women to lead their children and husbands to study the Bible daily in Family Worship.
4. By learning the memory verse each week before coming to the meeting.
5. By attending Sunday School and Worship services and Women's meetings. We want to support our church. Sunday School is the organisation of the church in which the Bible is taught. We need to go to Sunday School to learn more about the Bible. The pastor preaches from the Bible. We need to be in church every Sunday to hear God's message to us.
6. By following the teachings in the Bible in everything we do.
7. By reading all the programme material in our books. Our programmes for Baptist Women are based on

God's Word. We should study them with the Bible every week. Always find the Scripture in your Bible. Study it at home. Every member should have a programme book each quarter. We should keep each of our programme books and continue to read and study them.

can learn where we need to work more by what the records show.

1. By encouraging the secretary to keep the weekly record book. She writes the name of each member in the record book. She ticks the attendance each week.
2. By encouraging the secretary to keep an accurate address for each member. We can know where to visit the woman.
3. The secretary will keep minutes of all business meetings and read these at business meetings.
4. The treasurer keeps records of the money that is given by the members each week. She keeps a record of money given for special offerings. She sends special offerings to the treasurer of the BWZ.
5. The treasurer reports weekly to the members. Her report tells how much money has been received, how much money was spent and how it was spent. It tells how much money is left.
6. At the end of each three months the secretary and chairlady will fill in the report in the back of the record book. This report will be sent to the secretary of the association. The secretary of the association will then send the report of all the churches to the secretary of the Baptist Women of Zambia.

BUSINESS MEETINGS

Business meeting can be held as often as it is necessary. They can be held whenever the women need to discuss the work. Usually once a month is enough.

How to Conduct Business:

Call to order

Chairlady: "The meeting will now come to order. The secretary will read the minutes from the last meeting."

Secretary: She will stand and address the chairlady; "Madam Chairlady, the minutes from the

AIM 10 - ATTENDING MEETINGS, KEEPING RECORDS, REPORTING

“Not neglecting to meet together, as is the habit of some, but encouraging one another, and all the more as you see the Day drawing near.” (Hebrews 10:25)

“God is spirit, and those who worship him must worship in spirit and truth.” (John 4:24)

In order for our members to grow in their knowledge of God, they must hear his word often. We should work to have all the women to come to the meetings regularly. Our weekly programmes follow a theme for the month of study. If a member misses one week, she misses one of the main truths which is being taught. We will reach our tenth Aim by the following:

1. By planning good programmes. Use different ideas in presenting the programmes. Women who have parts on the programmes can sit in front. Invite a visiting speaker. Perhaps the pastor could be invited. Use pictures or maps that would help teach. Parts should not be read but given after study. Scriptures should be read at home before the meeting. Every woman should have a part on the programme during the study.
2. By visiting a woman when she is absent. Perhaps she is sick or has a need.
3. By praying for those women who do not attend or do not attend regularly.

KEEPING RECORDS

We should keep records of the work of our Women's groups. We should send reports to the secretary of the association. Records show us how much we have grown. Records also show us where we are weak in the work. We

AIM 2 - PRAYING

“Whatever you ask in my name, I will do it, that the Father may be glorified in the Son; if you ask anything in my name, I will do it.”

Man is made in the image of God (Genesis 1:27). He is able to have fellowship with God. He was made to have fellowship with God. Prayer is a way to have fellowship with God. Prayer is talking to God. We praise God. We thank him for all he gives us each day. We confess our sins to him, asking his forgiveness. We talk over our problems with him and ask him to lead us to know what he wants us to do. We tell him the things we need and ask him to provide for them each day. We pray for our families and friends. We pray for lost people. We pray for our church and our pastor. We pray for the growth of God's Kingdom on earth. We pray for the leaders in the government. We pray for people in other countries.

Jesus spent much time in prayer. He taught his disciples to pray. The Christians in the New Testament church prayed very often.

Our second Aim is Praying. We can reach this aim in the following ways:

1. By encouraging each woman to pray daily, using a prayer list. Each woman can keep a prayer list of people for whom she is praying. She may also list the things for which she is praying. When God answers her prayer request, she can tick it off her list.

2. By encouraging each woman to have family worship in her home. Family worship is the time each day that the family meets in the home to worship God together. It is a time when the family reads the Bible and prays together. The family may sing choruses or hymns at family

worship. The father, as head of the home, should lead in family worship. If the father is not a Christian, then the mother can meet with the children for family worship. Perhaps the father will see his family worshipping and want to worship, too. Even the very young children can pray and sing at this time. They can say Bible verses they have learned.

3. By encouraging other times of prayer in the home. We need to teach our children to pray. In our homes we should pray before we eat our food. We bow our heads and thank God for giving us food to eat. We can teach even little children to say "thank-you" prayers to God. We can have a prayer time with our children before they go to sleep. Children can learn to thank God for his care during the day. They can pray that God will watch over them through the night. They can learn to ask God for forgiveness of their sins. They can learn to pray for other people. We can help our older children to study their Sunday School lessons each week. We can pray with them for the Sunday School teacher and for the children who come. Our children see us pray and learn to pray. They learn to pray when we pray with them.

4. By observing the three Weeks of Prayer.

- 1) The Week of Prayer for Zambia is held in March. Programmes are written for five meetings, Monday through Friday. During this week we learn about the needs of our own country, and we give an offering to help with our Baptist work in Zambia.
- 2) The Week of Prayer for Africa is held the first week in August. The programmes are written for five days, Monday through Friday. The programmes teach us about the needs of other countries in Africa. We pray for the needs of other African countries and the Baptist work there. We give an offering during this week.
- 3) The Week of Prayer for the World is held the first week in December. We learn about Baptist work in

7. Be willing to carry out all Baptist Women's plans and activities.
8. Give your job as a Women's leader an important place in your life. Be willing to spend time doing this job well.

AIM 9 - TRAINING OFFICERS (Leaders)

“Do your best to present yourself to God as one approved, a workman who has no need to be ashamed, rightly handling the word of truth.” (2 Timothy 2:15)

The only way to learn to do a job is by doing it. As a woman begins her work, she will learn how the work is to be done. But Baptist Women also want all their leaders to be well trained. As leaders they should know all about their work. Our ninth Aim will be reached by doing the following:

1. By encouraging our leaders to attend the associational meetings. Part of the programme for the associational meetings should be planned as leadership training.
2. By encouraging our leaders to attend the annual meeting of the Baptist Women of Zambia.
3. By providing leadership training courses.
4. By encouraging the leaders to know their work well. They can learn their duties by studying the Guidebook.
5. By encouraging the leaders to attend all the services of the church.
6. By encouraging the leaders to study carefully what Baptist believe and teach

HOW TO BE A GOOD OFFICER

1. Accept your office as a service to and for God.
2. Earnestly seek God’s guidance and blessing.
3. Study carefully the duties of the offices.
4. Study the programmes.
5. Learn the needs of your church and be willing to help.
6. Study the guidebook.

many countries of the world. We pray for Baptist work in these countries. We give an offering during this week.

We can talk with our pastor and encourage all the people in the church to give to the special offerings during these weeks.

- 4) By observing the Baptist Women’s Day of Prayer. This is held the first Monday in November each year. A special programme is written for a prayer meeting on this day. Baptist Day of Prayer is sponsored by the Women’s Department of the Baptist World Alliance. It first started in Europe in 1958 at the end of World War II. There was much hurt and ill feeling between countries. Baptist women began praying for this hurt between countries to be healed. Today we pray for our Baptist work in many countries of the world. We give a special offering at the meeting to help with the work of Baptist women in Africa. The offering also helps in the work of the Baptist World Alliance.
5. By encouraging each woman to attend any prayer service in her church.
6. By encouraging each woman to have special times of prayer before revivals or meetings of the church.
7. By encouraging each woman to have a daily quiet time.
8. By encouraging each woman to choose another woman to be a prayer partner.

CHAPTER 5

AIM 3 - WITNESSING FOR CHRIST

'You shall receive power when the Holy Spirit has come upon you; and you shall be my witnesses in Jerusalem and in all Judea and Samaria and to the end of the earth.' Acts 1:8

The most important work of the Christian is to share Jesus with lost people. Baptist Women believe that every Christian should be a witness for Jesus. We will lead others to Jesus. This is called "Soul-winning." In our meetings we learn how to share God's plan of salvation. We also learn how to show love and concern for the lost who live about us. Others will see Jesus in our lives. We will witness for Jesus in the following ways:

1. By memorising the plan of salvation.
2. By encouraging each member to follow high Christian standards in her life. Other people must be able to see Jesus in our life before we can lead them to know him. Some of the Christian standards we should follow are:
 - 1) Praying and worshipping in our home.
 - 2) Keeping Sunday in a Christian way.
 - 3) Refusing to use beer and tobacco.
 - 4) Being clean in speech, dress, and in the things we do.
 - 5) Obeying the laws of the Country.
 - 6) Taking proper care of our children.
 - 7) Loving other people, members of other tribes and races as well as one's own family.
3. By discovering the needs of people around us.

committee meets and selects women for each office. They study the duties and qualifications for officers. This study helps them choose women who can do the work of each office. After choosing names, the committee will go and talk with each woman and ask her if she is willing to do this work. If the woman does not want to work, the nominating committee will choose some other woman.

The nominating committee presents its report to the women's meeting. The chairlady of the group asks the women if there are other names they would like to choose for each office. The women vote on all the names suggested. The person with the most votes for each office is the one elected to serve.

The new officers study their duties in the Baptist Women's Guidebook. They need to know what work they are supposed to do. They should be willing to train as leaders. The chairlady will keep them informed as to when the Association Training classes will be held. Each officer should attend the training classes to learn the work well.

- I. Some reasons why women do not want to be officers:
 - (1) Lack of spirituality. Not willing to put first things first.
 - (2) Lack of vision. They do not realize the world is lost and that they must help bring it to Christ.
 - (3) Lack of training. Because she is untrained, she feels insecure and afraid to try
- II. Ways to overcome these reasons:
 - (1) Prayerfully plan that each meeting has a spiritual atmosphere. Lead the women to know that they are not alone. God is with them and they must seek first things first.
 - (2) Missionary information must be presented so that each woman realizes her responsibility in winning the world to Christ by praying and giving more.
 - (3) Give good training for leaders in the weekly meeting by studying the Guidebook and other related books.

their services. Their reward is the joy that comes from serving the Lord.

How to Choose the Alangizi

When choosing Alangizi, the parents in the church should choose women who have been members of the church for more than four years, if possible. They must be married and have children. It would be good for the Alangizi to know how to read and write. They should be able to come to the Alangizi meetings held twice each year.

Responsibilities of the Alangizi

Alangizi should know that they have been chosen by the church to do the work of God. They are to train the girls in Christian living.

Their responsibilities are these:

1. Set the example by their own Christian living and witness.
2. Lead girls who do not know Christ to accept Him as their personal Saviour.
3. Keep a record of the girls who come for training, recording their birth date and date of maturity.
4. Give Christian teaching about physical growth to girls who have matured.
5. Continue to give Christian teaching to the girls at the times of engagement, marriage, first pregnancy, and birth of first child.
6. Give birth certificates when children are born.
7. Abstain from teaching what is contrary to the teaching of the Bible.

ELECTING OFFICERS

Officers for Baptist Women are elected one time a year. The best time to do this is at the beginning of a new year. About a month before time to elect new officers, the chairman appoints a nominating committee. Usually there are three to five members on this committee. This

4. Making plans so that Baptist Women can meet these needs. Some suggestions are:

- 1) Winning the non-Christian, Visit, pray, witness to a person who is not a Christian. Use tracts. Study methods of soul-winning.
- 2) Helping our church with its work:
Work in the Sunday school. Help in training for new members. Help make the church more attractive by cleaning the building. Work on the church property. Purchase things such as hymn books, table cloth, etc. for the church. Bring flowers to the church.
- 3) Helping people who are in need of food and clothing:
Sew for patients in hospital.
Make clothing for those in need.
Use offering to buy clothing, blankets or food.
When these things are given, be sure to tell the people about Jesus. It is because you love Jesus and love them that you are giving. You might be able to have a Bible study in their home. You might be able to have a special programme in the hospital.
- 4) Helping the sick. Visit the sick. Have special programme in the home or hospital. Pray with the sick. Take gifts or flowers. Help in the home or the field of the sick person. Use all of these opportunities to tell of the love of Jesus for lost people.
- 5) Helping at the time of death:
Visit and pray with the family. Sing hymns and read the Bible with them. Help sew the burial gown. Help with cooking food. Take gifts to help.
- 6) Helping old people. As you help meet their needs, witness to them about Jesus. Witness to their families.

- 7) Teaching people to read. This is a very important work in Zambia. Courses are offered to teachers who are willing to teach others who cannot read.
- 8) Teaching others the evil of drinking, smoking and gambling. We teach others by our own example. We can use tracts, posters, and personal witnessing. We can teach that making and selling beer is wrong.
- 9) Teaching our boys and girls that sex before marriage is wrong.

PERSONAL SERVICE I.

I. Eight plans for Christian Personal Service

- 1) Visit the sick.
- 2) Help those in need.
- 3) Have prayer meetings.
- 4) Teach Bible verses.
- 5) Invite others to Sunday school, church, and women's meetings.
- 6) Tell others about Jesus.
- 7) Visit in hospital. Wear women's uniform if you have one.
- 8) Keep the church building and grounds clean.

II. Why have Christian Service?

- 1) Christ's example in Matthew 9:35-38.
- 2) Christ commanded it in Luke 10:27.
- 3) Christ commanded it in Matthew 10:40-42.

III. How Can We Prepare for Christian Personal Service?

- 1) Search our motive. (Why am I doing this?)
- 2) Take Bible, tracts, and other literature.

2. She leads the programmes during the Week of Prayer.
3. She plans the programmes for the Day of Prayer and leads it.
4. She encourages the women to pray and read their Bibles daily.
5. She encourages the women to use the Daily Bible Readings in the Women's books.
6. She encourages the women to have family worship in their homes.
7. She encourages the women to memorize scripture.
8. She will plan and lead the special study for April, May and June.

Duties of Leader for Little Helpers:

1. She leads the work of Little Helpers.
2. She is elected by the Baptist Women.
3. She leads the women to help with the work.

Duties of Leader for Followers of Jesus:

1. She leads the work of Followers.
2. She is elected by the Baptist Women.
3. She leads the women to help with the work.

Duties of Alangizi Leader

The Alangizi are women, chosen by the local church, who help to train girls in a godly way. They are women who are faithful Christians, chosen because of their Christian maturity and understanding. Their primary task is to lead girls who do not know Christ to accept Him as their personal Saviour and to lead Christian girls to grow spiritually in Christ. They also act as counselors to the girls while they are maturing physically.

There should be at least two Alangizi chosen for each church. These women should not receive money or gifts for

3. She keeps the minutes of the business meetings.
4. She keeps all papers for the Baptist Women. She writes if necessary.
5. She helps the chairman prepare the report at the end of each three months. The report is in the record book. This report is mailed to the associational secretary.

Duties Of Treasurer:

1. She should set the example of tithing.
2. She leads the women to tithe and give to the church.
3. She keeps a record of how much money is spent and for what it is spent.
4. She keeps the money for the women.
5. She gives a report to the women at the end of each three months. She reports how much was given, spent, and left.
6. She takes the money for the Day of Prayer, the Weeks of Prayer or special national projects. She sends the money to the treasurer of the BWZ.

Duties Of Programme Leader: (May also be chairman)

1. She leads the programme at each meeting.
2. She plans the programme each week. She plans different ways to give the programmes. She uses different materials to make the programme more interesting.
3. She gives the parts to the women at least a week before the meeting.
4. She plans the programmes so that each member has a part at least one time during the month (or every three months).

Duties of Prayer Leader:

1. She plans the programmes for the Weeks of Prayer.

- 3) Pray for God's guidance.
- 4) Be clean and neatly dressed.

IV. What is Included in a Visit?

- 1) Counselling or talking
- 2) Must be interested in the person.
- 3) Let the person you are visiting talk.
- 4) Be kind and sympathetic
- 5) Read the Bible
- 6) Pray with them.
- 7) Offer to help.

V. Some "Do-Nots" in Hospital Visitation.

- 1) Do not talk loudly.
- 2) Do not get in the way of the staff.
- 3) Do not sit on the bed.
- 4) Do not give the patient any medicine.
- 5) Do not disturb things in the hospital ward.
- 6) Do not go at the wrong time. Know the visiting hours.

AIM 4 - KNOWING ABOUT THE WORLD

“Go therefore and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, teaching them to observe all that I have commanded you; and lo, I am with you always, to the close of the age.” Matthew 28:19-20

When we study the Bible, we learn about God’s great love for all the people of the world. His love was so great that he sent his only son, Jesus, to die for the sins of men. He wants all people to repent, trust Jesus as Saviour, and thus find eternal life.

God’s plan is that those who trust Jesus will tell other people everywhere about him. Jesus said to his followers, “Go into all the world and preach the gospel to the whole creation.” (Mark 16:15)

How can every Christian go into all the world? We must have a love and concern like God’s love and concern for lost people. We must learn about the people of the world so that we can love them. We must know their needs so that we can pray for them. We must learn how our gifts of money can help them hear about Jesus. We need to know more about people and the needs in the country in which we live. We also need to know more about people and their needs in other countries in the world.

Our fourth aim is “Knowing about the World.” This aim leads us to want to share Jesus with other people as we learn about them. We can reach this aim in these ways:

1. By meeting each week in Baptist Women’s meeting.
2. By using the programme in our Baptist Women’s programme book from the Baptist Publishing House.
3. By studying about the growth of the gospel in all countries.

6. She encourages her officers to attend associational training meetings.

Duties of Vice-chairlady/Visitation Leader

1. She does the work of the chairlady when the chairlady is absent.
2. She leads the women to plan for enlistment:
 - 1) She makes plans for enlistment of new members and leads the women in this work.
 - 2) She makes plans to visit members who do not come to the meeting and leads the women to do this work.
 - 3) She makes plans and helps to organise new Women’s groups.
3. She leads the women to serve in the community:
 - 1) She leads the members to find the needs of the area where they live (sickness, death, births).
 - 2) She leads the women in making plans and working to meet these needs.
 - 3) She leads the women in soul-winning. She helps the women list the names of women who are lost. They pray for the lost. They visit and witness to them.
 - 4) She leads the women in planning and doing Christian service. All members help with the work. She will see that the personal service project is carried out in her church.

Duties Of Secretary

1. She keeps the record book for Baptist Women. In this book she writes the names of all the members and where they live. She reads the names of the women at each meeting and ticks if they are present.
2. She writes in the book the amount of money given each week. She keeps a record of the Week of Prayer and Day of Prayer offerings.

2. Vice-chairlady (who will also serve as special project leader)
3. Secretary/Treasurer
4. Leaders for Little Helpers and Followers of Jesus and Literature Leader can be added as the group grows.

Baptist Women believe that when a Christian woman learns to serve God in her church, she will grow spiritually.

QUALIFICATIONS FOR OFFICERS

These are some of the qualifications for women who serve as our leaders:

1. They should be sincere Christians.
2. They should be baptized members of the local church.
3. They should be morally upright.
4. They should have a love for all races and all tribes.
5. They should be willing to work and prepare their work well.

DUTIES OF OFFICERS

Duties of Chairlady

1. She presides at all the meetings of the Women's work.
2. She knows about the work of Baptist Women. She knows the duties of all the officers. She studies the guidebook carefully.
3. She works with the other officers to see that the meetings and programmes are well planned.
4. She works with the leaders of the Followers and Little Helpers. She helps them with their work. She sees that Baptist Women "mother" the groups properly.
5. She helps the secretary prepare the report at the end of each three months. This report is read to the women at their meeting and then sent to the secretary of the association.

4. By studying our Baptist Women's Guidebook and learning about our organisations and its work.
5. By observing the Baptist Women's three Weeks of Prayer.
6. By studying special books about work in other countries. Some books we have are "The Big Difference" and "Ann Judson."
7. By studying the work of the Baptist World Alliance through the World Day of Prayer programmes and the "Organ of News" and "Together."

AIM 5 - SHARING POSSESSIONS - CHRISTIAN STEWARDSHIP

“Will man rob God yet you are robbing me. But you say, ‘How are we robbing thee?’ In your tithes and offerings. You are cursed with a curse, for you are robbing me. The whole nation of you. Bring the full tithes into the store house, that there may be food in my house; and thereby put me to the test, says the Lord of hosts, if I will not open the windows of heaven for you and pour down for you an overflowing blessing.” Malachi 3:8-10

Also 2 Corinthians 8:5: 1 Corinthians 16:2

As Christian women we want to help the work of our church. Baptist Women is a part of the church. We love our church and want to see it grow. God’s Word teaches us to give to the church. God teaches us to give cheerfully and willingly.

Baptist Women also study how to use their talents in service for God and the church. We give ourselves and our money in support of God’s work.

Our fifth aim can be met in the following ways:

1. Studying what the Bible teaches on stewardship.
2. By encouraging all women to give their tithe and offerings to the church.
God commands us to bring the tithe to his house, the church. Malachi 3:10 teaches us to tithe. One-tenth of all we have is God’s. If we have 10 Ngwee, one ngwee belongs to God. If we have ten Kwacha, then one Kwacha belongs to God. If we make ten bags of mealies, then one bag belongs to God. If we have ten chickens, then one belongs to God. We can sell it and give the money to the church. Our tithes help our

AIM 8 - ELECTING OFFICERS (LEADERS)

“But all things should be done decently and in order.” 1 Corinthians 14:40

Organisation is the way people work together to get the work finished. The work itself is the main emphasis. Organisation is the means by which the work is done. Baptist Women elect leaders in order to do the work of Jesus. The organisation of the work will show us how many leaders we need to do the work. Some women’s groups are large and have many women who can be leaders. Some women’s groups are small and do not have many leaders.

Suggested Officers for Large Groups:

1. Chairlady
2. Vice-chairlady/Visitation Leader
3. Treasure
4. Prayer Leader
5. Secretary
6. Little Helpers Leader
7. Followers of Jesus Leader
8. Literature Leader
9. Alangizi Leader

Your Women’s group may wish to choose helpers for some of these offices. You may wish to have one woman or a committee to do some jobs such as visitation. Choose the officers you need to get the work done.

Suggested Officers for Small Groups:

1. Chairlady (who will also serve as the Prayer Leader)

AIM 7 - ENLISTING NEW MEMBERS

“For God so loved the world that he gave his only Son, that whoever believes in him should not perish but have eternal life.” John 3:16

We want to enlist new members in our Baptist Women’s Work. We want to encourage our members to visit other women to invite them to attend the meetings. We will enlist new members and reach this seventh Aim by doing the following:

1. By visiting women who do not attend the meetings. We will encourage them to attend.
2. By planning good meetings so that women will want to attend. We should have programmes that interest the women. We should have programmes that give every woman an opportunity to take a part.
3. By helping to start new Baptist Women’s organisations.
4. By noticing visitors in our church service and inviting them to attend Women’s meetings.
5. By remembering to make all visitors welcome to our church.
6. Keep a list of women who could come to Women’s meeting. Visit them often.

- 1) To help pay our pastor’s salary.
- 2) To help buy literature.
- 3) To help pay expenses of the church.
- 4) To help keep the church building in good repair.
- 5) To care for the needy, sick, bereaved, widows.
- 6) To promote Associational work, Convention work and Baptist Women of Zambia.

AIM 6 - TRAINING OUR CHILDREN

“Train up a child in the way he should go, and when he is old he will not depart from it.” Proverbs 22:6

“And you shall teach them to your children, talking of them when you are sitting in your house, and when you are walking by the way, and when you lie down, and when you rise.” Deuteronomy 11:19

As Christian women we want the things that are best for our children. We want them to have good food to eat and clothes to wear. We want them to go to school. We want to teach our children about Jesus. We want them to learn to love Jesus and follow him each day. We should begin training our children when they are young (Proverbs 22:6). Christian mothers have a very important responsibility in training children.

Training our children is our sixth Aim. We can reach it through the following ways:

1. In Our Homes:

- 1) By teaching our children about God and leading them to become Christians.
- 2) By helping them to grow as Christians through:
Teaching them to pray. Leading them to study the Bible. Teaching them to give tithes and offerings to the church.
- 3) Teaching our children about Christian love and marriage.
- 4) Observing good health standards in our homes.
- 5) By recognising that we have the responsibility to teach our daughters moral purity (Proverbs 31:10-31).

2. In Our Women's Organisation Baptist Women of Zambia of Zambia have three organisations which are a part of our Women's work. The Baptist Women's Organisation is the "Mother" for these organisations. We need to know about these organisations.

- 1) Little Helpers is an organisation for children four through eight years of age. There should be one meeting for children who are not old enough to go to school. There should be another meeting for children who are of school age.
- 2) Followers of Jesus is an organisation for girls ages nine through sixteen years of age.
- 3) Young Women's Organisation could also be sponsored by the Baptist Women of Zambia. It is for age seventeen through the time of marriage.

We help these organisations by choosing and training leaders. We supply things they need for activities. We pray for the children and their leaders.