



**CHC Inc.**



**Christian Horse-lover's Club Inc.**

## **Leadership Application**

**to become a Chartered CHC Inc. club**

**Written by Kim Shanks, curriculum for CHC Inc.  
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Romans 13:9. Edited by Beth Juoni**

**CHC Inc.**  
**Application for a Chartered CHC Inc. Club**

The 2010 CHC Inc. cost of the application is to process a background check.....\$ 10.00  
The *Leadership Guide* is a part of the *CHC Inc. New Club Packet*..... \$ 15.00  
The *CHC Leadership Guide and New Club Packet* is only for approved CHClub leaders.  
You may wait to send a check, pending your official approval, or you may purchase it now.  
CHC Unit Summary..... \$ 1.50  
Add postage \$ 3.00

Please call me if you have any questions: Kim Shanks at (262)-473-5624 Total: \_\_\_\_\_

Mail Application to: CHC Inc. H. Q. % Mrs. Kim Shanks  
13205 E. County Rd. N  
Whitewater, WI 53190-3164

Name (in full): \_\_\_\_\_ Date of birth \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone # (home) \_\_\_\_\_ (work) \_\_\_\_\_ (cell) \_\_\_\_\_  
The best time to contact me is: \_\_\_\_\_  
E-mail: \_\_\_\_\_ Social Security # \_\_\_\_\_  
Occupation / Employer or Self-employed business: \_\_\_\_\_

I give CHC Inc. permission to do a background check on me: \_\_\_\_\_

↑ your signature

Are you married?  Yes  No-single  Divorced one time \_\_\_ years ago  Divorced \_\_\_ times.  
Is your spouse a Believer in Jesus?  Yes  Yes, I think so.  No  No, but he/she supports my faith.

Do you plan to teach CHC together?  Yes  No  
 No, but my spouse will help CHC in this capacity: \_\_\_\_\_

Do you have your spouse's complete support with the CHC ministry you plan to start?  
 Yes, definitely  Yes, I think so!  No, but he/she supports me and won't interfere.  No.

Name(s) of a Co-leader(s) who plan to help in your CHClub.

Name \_\_\_\_\_ Date of birth: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Name \_\_\_\_\_ Date of birth: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Name \_\_\_\_\_ Date of birth: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Name \_\_\_\_\_ Date of birth: \_\_\_\_\_ Relationship: \_\_\_\_\_

\* Each person who will be considered a CHC *leader* will need to fill out a CHC Inc. Leadership Application. You are responsible to screen helpers yourself. Background check would be advisable.

The local church you attend: \_\_\_\_\_ Website: \_\_\_\_\_

The name of the horse facility you will be using for your CHClub, if not on your own property.

Contact person: \_\_\_\_\_ Phone # \_\_\_\_\_

**CHC Inc.**  
**Christian Horse-lover's Club Inc.**  
**Leadership Application Questionnaire**

In order to be a **Chartered CHC Inc. Club** we ask each interested person to go through the application process to be approved by the CHC Inc. Board of Directors. This is one way the CHC Inc. Board of Directors can try to uphold the integrity and safety of the Clubs offered to the public. We desire to have CHClubs that will have true Christian leaders with a sincere desire to lead people to a real relationship with Jesus and disciple people to grow in Christ AND that will have Christian leaders with good reputations of practicing safe horsemanship, who use correct riding skills and have good common "horse sense."

This is a non-denominational ministry, therefore, no one certain church or church doctrine is emphasized. We simply teach the Bible. We hope that you will enjoy writing about your relationship with the LORD and telling us about your horse(s)!

All your personal information will be kept private, unless we receive permission from you to share something. (ex. a special testimony). Please be honest and do not feel intimidated or discouraged if you feel you may not have enough horse teaching credentials or ministry experience; it is not necessary to start a chartered CHC Inc. Club.

**Write in your answers or put a ✓ in the box(es) before one of the choices available that fits you the best. If you have more to write you may attach a sheet of paper and write the question's number and "continued" on it. (For example: " 2) continued" or "10) continued")**

**1) Why are you interested in starting a chartered CHC Inc. Club?** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**2) Describe when and how you came to know Jesus as your personal Savior.** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**a) Was there a time when you really chose to make Jesus the LORD and Master of everything in your life?** \_\_\_\_\_  
\_\_\_\_\_

**3) How important is prayer to you?** \_\_\_\_\_  
\_\_\_\_\_

**a) Describe your prayer habits.** \_\_\_\_\_  
\_\_\_\_\_

**b) What scriptures and/or books have helped and influenced your prayer life?** \_\_\_\_\_  
\_\_\_\_\_

4) How often do you read your Bible? (Check all that apply.)

- Daily
- Almost Daily
- About once a week
- Several times a week
- Several times a month
- I have read the entire Bible.
- I read through the Bible each year.
- I am reading through the Bible this year.
- Only when I have problems
- When I need to seek the Lord's guidance.

5) Do you attend a church regularly?

- 1 time each week
- Twice a week
- Occasionally (1 or 2 times a month)
- Seasonally (Christmas, Easter, Thanksgiving)

6) Do you regularly attend a Bible study? Yes  No

a) What is the current subject? \_\_\_\_\_

7) Have you attended Bible studies in the past? Yes  No

a) List topics, subjects or books studied. \_\_\_\_\_

8) Do you study the Bible on your own? Yes  No

a) List the study books or resources you like to use. \_\_\_\_\_

9) Do you memorize helpful scriptures?  Yes  No  Sometimes.

a) If so, name some of your favorites: \_\_\_\_\_

10) Name one or two scriptures that have made a major impact on your Christian walk. Share a short testimony. \_\_\_\_\_

11) Have you been baptized in water since you came to know Jesus as your personal Savior?

- Yes
- No

12) What do you do if you find yourself drifting away from your faith? \_\_\_\_\_

13) How do you keep yourself stable in your faith when difficulties and troubles hit?

14) What types of ministries and/or volunteer work have you been involved in?

- Prayer chain
- Military outreach
- Library work
- Sunday school teacher
- Youth leader
- Church club leader
- Video/TV ministry
- Youth helper
- Maintenance
- Church club helper
- Music ministry
- Bible study teacher
- Custodial
- Adult group leader
- Activities director
- Home/ hospital visitation
- Mission trip(s)
- Evangelistic outreach
- Usher/greeter
- Children's church teacher
- Food pantry
- Children's church helper
- Meals; shut ins
- Pregnancy help line
- Cowboy Church
- Cowboys for Christ
- Elderly care
- Bus driver/helper
- Prison ministry
- Singles ministry
- Divorce care
- Counsel the hurting
- Camp counselor
- Greeter
- Marriage counselor
- Church drama
- Girl Scout leader
- Boy Scout leader
- Kid's crusade
- Vacation Bible school
- Therapeutic ride facility instructor
- Home school group leader
- Handicap ministry
- Therapeutic ride facility volunteer
- I mentor youth at my horse facility

Other: \_\_\_\_\_

a) Describe your ministry/volunteer work and for how long: \_\_\_\_\_

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15) What ministry(s) or any other (job-related) project(s) have you led? \_\_\_\_\_

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16) Have you ever led anyone to know Jesus as their personal Savior?

- Yes  No  Almost

a) Describe an especially meaningful account. \_\_\_\_\_

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17) Do you like to work with a certain age group? Male or female? Demographic group?

a) What experience have you had with this group?

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18) What type of chartered CHClub do you plan to lead? What age group and demographic?

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19) What types of Christian seminars have you attended? \_\_\_\_\_

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20) Have you ever attended a leadership class or seminar? If so, what? \_\_\_\_\_

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21) Have you ever read or seen any leadership-type books or videos/DVDs? If so, who are some of the authors/teachers you like the best? \_\_\_\_\_

22) What, if any, T.V. or radio preachers or teachers do you listen to and enjoy their teaching?

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23) What have you learned personally about God's principle of sowing and reaping? Specifically include any testimonies that include the giving of your time, money and talents.

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24) What talents and/or spiritual gifts and/or practical skills do you believe you have that will be useful to lead a CHClub? \_\_\_\_\_

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25) Name some people (at least 3) who have greatly influenced your life; describe how.

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26) Name some people that you have influenced. \_\_\_\_\_

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27) Are you a planner who makes lists?

- Yes  No  Sometimes  Yes, I make lists but I lose them or forget to check them.

28) Do you make daily, weekly, monthly and yearly goals? \_\_\_\_\_

Share some of your recent goals. \_\_\_\_\_

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29) List some of your top priorities. \_\_\_\_\_

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a) How do you keep focused on your top priorities? \_\_\_\_\_

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30) Check the boxes that best describe your character, personality and gifts.

- |  |  |   |  |
|--|--|---|--|
| <input type="checkbox"/> Diligent                                    | <input type="checkbox"/> Artistic            | <input type="checkbox"/> Flighty                  | <input type="checkbox"/> Persistent              |
| <input type="checkbox"/> "It's good enough"                          | <input type="checkbox"/> Go with the flow... | <input type="checkbox"/> Easily adapts to change  | <input type="checkbox"/> Does not like change    |
| <input type="checkbox"/> Perfectionist                               | <input type="checkbox"/> Conversationalist   | <input type="checkbox"/> Laid back & slow paced   | <input type="checkbox"/> Stubborn                |
| <input type="checkbox"/> Opinionated                                 | <input type="checkbox"/> An encourager       | <input type="checkbox"/> A giver                  | <input type="checkbox"/> Accepting of others     |
| <input type="checkbox"/> Kind  | <input type="checkbox"/> Straight forward    | <input type="checkbox"/> Honest                   | <input type="checkbox"/> High level of integrity |
| <input type="checkbox"/> Compassionate                               | <input type="checkbox"/> Joyful              | <input type="checkbox"/> Critical                 | <input type="checkbox"/> An analyzer             |
| <input type="checkbox"/> Optimistic                                  | <input type="checkbox"/> Pessimistic         | <input type="checkbox"/> Patient with others      | <input type="checkbox"/> Like to teach others    |
| <input type="checkbox"/> Shy   | <input type="checkbox"/> Gentle              | <input type="checkbox"/> Trustworthy and faithful | <input type="checkbox"/> Logical                 |
| <input type="checkbox"/> Shy, except when I am talking about horses! | <input type="checkbox"/> Forgiving           | <input type="checkbox"/> Emotional                |  |

Other: \_\_\_\_\_

Weaknesses, (ex. forgetful) \_\_\_\_\_

31) Check the boxes that best describes what kind of thinker you are:

- |  |  |   |  |
|--|--|---|--|
| <input type="checkbox"/> Focused thinker   | <input type="checkbox"/> Big picture thinker | <input type="checkbox"/> Creative thinker | <input type="checkbox"/> Realistic thinker   |
| <input type="checkbox"/> Strategic thinker | <input type="checkbox"/> Possibility thinker | <input type="checkbox"/> Shared thinker   | <input type="checkbox"/> Bottom-line thinker |
| <input type="checkbox"/> Unselfish thinker |  |   |  |

32) How do you keep close, tuned in and listening to the LORD? \_\_\_\_\_

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Each state has different laws concerning equine accidents and injuries. Find your state's laws that will protect you, if any, abide by the procedures they prescribe and operate your Club accordingly. (For example, in Wisconsin we have excellent protection from Statute 895.481- "Civil liability exemption; equine activities." WI horse owners are required to post a large print poster of the statute in a prominent place at their horse barn.) \* Please provide a copy of your state's civil liability exemption for equine activities if your state has one.

Protect yourself with your own insurance and a liability risk agreement signed by each CHC member before a public notary. Each CHC member who is a minor must have a risk agreement signed by both parents or legal guardians before a public notary. Do this before they participate in any CHC horse activities. A reproducible risk agreement will be a part of the CHC Starter Packet purchased by an approved chartered CHClub.

NOTE: The CHC Inc. ministry can NOT be held liable for ANY injuries, accidents or deaths that happen during CHC Inc. meetings, any club activities, camp meetings, retreats or field trips.

**33) How many years and what experiences do you have with horses? Include childhood experiences and lessons.** \_\_\_\_\_

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**34) What horse sport(s) are you/were you involved in? Check all that apply.**

- |                                       |                                       |  |   |
|---------------------------------------|---------------------------------------|--|---|
| <input type="checkbox"/> English      | <input type="checkbox"/> Western      | <input type="checkbox"/> Reining       | <input type="checkbox"/> Showing English flat classes   |
| <input type="checkbox"/> Dressage     | <input type="checkbox"/> Hunter Jump  | <input type="checkbox"/> Jumping       | <input type="checkbox"/> Showing Western riding classes |
| <input type="checkbox"/> Vaulting     | <input type="checkbox"/> Driving      | <input type="checkbox"/> Barrel racing | <input type="checkbox"/> Showing                        |
| <input type="checkbox"/> Endurance    | <input type="checkbox"/> Saddle Seat  | <input type="checkbox"/> Pole bending  | <input type="checkbox"/> 3-Day Eventing                 |
| <input type="checkbox"/> Trail riding | <input type="checkbox"/> Steeplechase | <input type="checkbox"/> Other: _____  |   |

**35) Do you own a horse now? Yes  No  How many horses do you own now? \_\_\_\_\_**

**a) Have you owned a horse in the past? Yes  No**

**b) How long have you been a horse owner? \_\_\_\_\_**

**36) Describe the horse(s) you believe would be good to use in the CHC ministry:** \_\_\_\_\_

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**37) What type of riding or horse training lessons have you had? How much?** \_\_\_\_\_

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**38) Describe your riding cues or aids and riding position to the following requests:**

**How do you ask a horse to: Walk:** \_\_\_\_\_

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Walk to trot: \_\_\_\_\_

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Trot to walk: \_\_\_\_\_

p 7

Walk to halt: \_\_\_\_\_

Trot to right lead canter or lope: \_\_\_\_\_

Describe the rider's position at the halt: \_\_\_\_\_

**39) Do you teach horseback riding? \_\_\_\_\_ If so, for how long? \_\_\_\_\_**

**Briefly describe your teaching style and methods. If you are a Certified Instructor be sure to add this to your information: \_\_\_\_\_**

**NOTE: Being a riding instructor is not a requirement to be a CHC leader.**

**40) What type of training or riding seminars have you attended? (Taught by whom?)**

**41) Who are some of your favorite well-known trainers or riding instructors? \_\_\_\_\_**

**42) What type of learning materials do you like to use? (ex. horse books, magazines, videos/DVDs,) Titles: \_\_\_\_\_**

**43) Safety around the horses is a high priority of CHC Inc. Even though it is a huge subject, describe some of your safety rules around your horses and horse barn:**

**44) Do you have extra ASTM / SEI certified approved and undamaged riding helmets available for CHC members to borrow until they can purchase their own?**

Yes  How many? \_\_\_\_\_ No  [This is one investment you may need to make to keep people safe.]

**45) Do you wear a helmet when you ride?  Yes, always  Most of the time**

Sometimes  No  No, I have not in the past but plan to start now.

**46) Do you require people riding your horses to wear helmets?**

Yes, always  Most of the time.  Sometimes

No  No, I have not in the past but plan to start now.

**47) What kind of horse accidents have happened to you or with your horses? \_\_\_\_\_**



48) Have you ever been arrested or convicted of any crime ? \_\_\_\_\_

\_\_\_\_\_

49) Have you or any person of your household or horse facility staff ever had any arrest or charges brought forth of child abuse, child neglect, sexual abuse, misconduct or sexual harassment? If so, explain: \_\_\_\_\_

\_\_\_\_\_

50) Do you have any personal, legal, mental, spiritual or physical problem(s) that could affect your leadership of a CHClub ? \_\_\_\_\_

\_\_\_\_\_

CHC Inc. affirms the dignity of all people and respects their rights to their own personal world views and values; however, as a Bible-believing Christian organization, we look for certain Christian views and values when choosing a leader to start a chartered CHC Inc. Club.

**Please read and sign on the line below.**

I, \_\_\_\_\_, acknowledge the information on this CHC Inc.

( ↑ Print name)

Leadership Application is true.

**My signature** below also acknowledges that I have read and do agree with and are willing to uphold the CHC Inc. Article I “Statements of Faith” and Article II “Statement of Purpose” and ARTICLE III “The Leader Requirements for A Chartered Christian Horse-lover’s Club Inc.” and the CHC Inc. “By-laws.” (See attached Appendix). I also agree to operate a CHC Inc. club in general accordance to the Leadership Guide, but to earn awards you need to expect the members to honestly complete their requirements.

My signature also gives my permission for CHC Inc. to complete a background check on me. I also understand the CHC Inc. Board of Directors has the final decision whether or not to select me as a Chartered CHC Inc. Club leader.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

# REQUEST FOR LETTERS OF RECOMMENDATION AND REFERENCES

Please have each letter of recommendation placed in a separate, sealed envelope.  
Mail the envelopes with your application to:

**CHC Inc. H. Q.**  
**c/o Mrs. Kim Shanks**  
**13205 E. County Rd. N,**  
**Whitewater, WI 53190-3164.**

**Please include a letter of recommendation from:**

- A Veterinarian
- A Horse Trainer or Riding Instructor; someone who can vouch for your horsemanship, horse knowledge and safe horse handling practices.
- Someone you have taught to ride (or helped to ride better).
- A ministry leader over you.
- Someone who took part in a ministry (or job) in which you were the leader.

**REFERENCES: Please use one person only one time.**

<p><b>Your current or past Pastor, Reverend, Minister or Priest.</b></p> <p>Name: _____</p> <p>Address: _____</p> <p>_____</p> <p>Telephone #'s: _____</p>	<p><b>A co-worker in a ministry or volunteer project in which you participated:</b></p> <p>Relationship: _____</p> <p>Name: _____</p> <p>Address: _____</p> <p>_____</p> <p>Telephone #'s: _____</p>
<p><b>A student <i>you</i> taught in a ministry in which you participated. (ex. a Sunday School student, a youth student)</b></p> <p>Relationship: _____</p> <p>Name: _____</p> <p>Address: _____</p> <p>_____</p> <p>Telephone #: _____</p>	<p><b>Personal references: No relatives, please.</b></p> <p>Relationship: _____</p> <p>Name: _____</p> <p>Address: _____</p> <p>_____</p> <p>Telephone #'s: _____</p>
<p><b>Horsemanship references: Those who can acknowledge your horse savvy, skills and knowledge.</b></p>	
<p><b>A Veterinarian who has worked with you.</b></p> <p>Name: _____</p> <p>Address: _____</p> <p>_____</p> <p>Telephone #'s: _____</p>	<p><b>Your horse trainer / or / riding instructor</b></p> <p>Relationship: _____</p> <p>Name: _____</p> <p>Address: _____</p> <p>_____</p> <p>Telephone #'s: _____</p>
<p><b>A person who can verify your horse safety, skills and knowledge.</b></p> <p>Relationship: _____</p> <p>Name: _____</p> <p>Address: _____</p> <p>_____</p> <p>Telephone #'s: _____</p>	<p><b>If you give (or gave) riding lessons, acquire a student reference.</b> (Not required if you have not taught lessons)</p> <p>Name: _____</p> <p>Address: _____</p> <p>_____</p> <p>Telephone #'s: _____</p>



**Appendix  
CHC Inc.  
CONSTITUTION**

**Ap1**

**ARTICLE I. NAME**

This ministry shall be known as Christian Horse-lover's Club Inc., abbreviated CHC Inc. Established on September 2000, by Kim Shanks in Whitewater WI.

**ARTICLE II. PURPOSE**

**The Statement of Purpose of Christian Horse-lover's Club Inc. shall be...**

- #1. To Reach people for Jesus Christ**, to bring them to know Jesus as their personal Savior and help them grow their relationship with Christ.  
-CHC Inc. is a non denominational program.
  
- #2. To Teach Bible truth** in a unique way by applying God's Word to life and to horses.
  - A) To Teach Christian principles for living each day, to develop good relationships with family, friends and community, while working with horses.
  - B) To Teach safety, care, communication, and much more information about horses.
    - To teach and encourage those who love horses, but do not have one.
    - To teach and encourage those who have some horse experience or those who have a horse.
  
- #3. To disciple and mentor** young Believers or any Believers of any age:
  - To love the Lord their God with all their heart, soul, strength and mind.
  - To help them grow in their relationship with Christ, teaching practical scriptural principles for personal growth and living and applying them to their interest and love for horses.
  - To build caring relationships and enjoy Christian fellowship while learning about horses.
  
- #4. To provide** mature Christian experienced horse owners, who desire to reach out for Christ into their own community, with CHC curriculum and information on how to run a Christian Horse-lover's Club successfully on their own ranch or farm.
  - The program is originally designed as a girls club, but the curriculum is not limited therein, for it can be adapted to a boys club or families, or couples, or ladies club.
  
- #5.** To elect its own officers and to arrange for its own meetings and to govern itself.
  
- #6.** Incidental to, or in connection therewith, it shall have the right to purchase, own, hold in trust, use, sell, convey, mortgage, leased, or otherwise dispose of such property, real or chattel, as may be needed for the prosecution of its work.
  
- #7.** To serve as an organization exclusively for religious purposes within the meaning of section 501 (c) 3 of the Internal Revenue Code.

### **ARTICLE III. STATEMENT OF FAITH**

The Bible is our all-sufficient rule for faith and practice. This Statement of Faith is intended simply as a basis of fellowship among us (ex. that we all speak the same thing, I Cor. 12:10, Acts 2:42). The phraseology employed in this statement is not inspired or contended for, but the truth set forth is held to be essential to this ministry and not specific to any certain denomination. No claim is made that it contains all Biblical truth, only that it covers our need as to these fundamental doctrines.

#### **CHC Inc. STATEMENT OF FAITH**

##### **WE BELIEVE.....**

- #1)** ...The Bible (both Old Testament and New Testament) is the inspired, infallible and only authoritative written Word of God. It is the supreme and final authority in all matters on which it speaks.
- #2)** ...There is one God, Creator of all, and He is infinitely perfect and eternally existent in three Persons: the Father, Son and Holy Spirit - each of whom possesses equally all the attributes of Deity.
- #3)** ...Jesus Christ is true God and true man. He was conceived by the Holy Spirit, and born of the Virgin Mary. We believe in His sinless life, in His miracles, that He died on the cross as a pure sacrifice for our sins. He arose bodily from the dead and ascended to the right hand of the Father where He lives to make intercession for us. Jesus Christ will come again to the earth – personally, visibly and bodily – to consummate history and the eternal plan of God.
- #4)** ...Man was created in the image of God but fell from grace, into sin, and is therefore lost. Every man is in need of salvation, which comes from repentance and faith in the shed blood of Jesus Christ and His resurrection. This provides the ONLY ground for justification and salvation.
- #5)** ...The ministry of the Holy Spirit is to glorify the Lord Jesus Christ. As such, He indwells, guides, helps and instructs, empowering the true Believer for godly living and service.
- #6)** ...The true Church is composed of ALL those who are spiritually born again (John 3:3) by accepting Jesus as their personal Savior. Through the new birth we are united together in the body of Christ. Jesus Christ is the head of the Church.
- #7)** ...There shall be a bodily resurrection of the dead. The Believers will enter into everlasting joy with the Lord and the unbelievers to judgment and everlasting, conscious punishment.

## ARTICLE I QUALIFICATIONS AND DUTIES OF OFFICERS AND BOARD OF DIRECTORS:

### *Spiritual Requirements:*

Each of the Officers and Board of Directors shall: agree with, uphold and support the CHC Statement of Purpose and CHC Inc. Statement of Faith, be a born-again Believer (John 3:3) who lives and shows the quality of a spiritual leader, who is mature in the faith with a desire to serve others, be a regular church attender at a local church and must be in good standing with the CHC organization.

- 1. The President:** The President shall uphold the above *spiritual requirements*. He/she shall be the chairman of any committees and shall conduct all the business meetings. He/she shall perform all the duties which properly belong to the scriptural ideal of a Believer serving the Lord Jesus in sincere Christian ministry and under the headship and authority of the Lord Jesus. He/she shall appoint all members of the Board of Directors.
- 2. The Vice-President:** The Vice-President shall uphold the above *Spiritual Requirements*. He/she shall be appointed by the President and shall preside over any business and committee meetings in which the President is unable to attend.
- 3. The Treasurer:** The Treasurer shall uphold the above *Spiritual Requirements*. He/she shall keep accurate, up-to-date records of all finances for the ministry and abide by all state and federal laws for a non-profit entity. He/she shall be appointed by the President. He/she shall keep itemized records of all receipts and disbursements and shall make an annual report of those records.
- 4. The Secretary:** The Secretary shall uphold the above *Spiritual Requirements*. He/she shall be appointed by the President, shall keep accurate record of the minutes of the board meetings and help organize correspondence for the ministry.

## ARTICLE II BOARD OF DIRECTORS:

1. The Board of Directors shall agree with and uphold the above *Spiritual Requirements*.
2. The Board of Directors shall be appointed by the President of the corporation annually.
3. The Board of Directors shall meet at the call of the President to conduct routine business of the corporation.

## ARTICLE III LEADER REQUIREMENTS FOR A CHARTERED CHRISTIAN HORSE-LOVER'S CLUB INC.

1. A Chartered CHC Inc. leader must agree with, uphold and support the CHC Inc. Statement of Purpose and CHC Inc. Statement of Faith. A Chartered CHC Inc. leader must...
  - a) Be a born again Believer (John 3:3) who lives and shows the quality of a spiritual leader who is growing in his/her faith and has a desire to minister (reach and teach) others.
  - b) Be a regular church attender at a local church.
  - c) Know how to intelligently and safely handle horses and have a desire to teach others about horses.

2. Requirements to be a Chartered CHC Inc. leader – that is, a leader registered and approved to run a local CHC Inc.
  - a) The CHC Inc. chartered club applicant must complete the CHC Inc. *Leadership Application* and supply the references requested and send in required funds for a background check.
  - b) The CHC Inc. Chartered CHClub applicant must be approved by the CHC Board of Directors according to his/her answers on the CHC Inc. *Leadership Application*. The applicant’s qualifications include spiritual and ministry experience, horse experience (including safety), positive responses from his/her references and a positive background check.
3. A Chartered CHC Inc. leader must agree to operate the club and use the CHC Inc. curriculum with integrity and in accordance to the CHC Inc. *Leadership Guide*. A Chartered CHC Inc. leader must purchase a Leadership Guide and return the signed Certificate of Completion to verify the complete reading of and agreed compliance to the Leadership Guide.
4. It is highly recommended that a Chartered CHC Inc. leader work to complete the Leadership Unit as well as, work with her/his club to complete all the CHC Inc. units.
5. A CHC leader may be disqualified by the Board of Directors as a Chartered CHC Inc. leader if it is proven that he/she is not upholding the above CHC Inc. requirements 1-3 of Article III.

**ARTICLE IV**  
**FINANCES:**

1. All funds needed for the maintenance of the CHC Inc. ministry shall be provided for by voluntary contributions, suggested voluntary registration from club participants, offerings from churches and friends of the CHC Inc. ministry and corporation and shall be administered by the officers for the use of the CHC Inc. ministry at their discretion.
2. The fiscal year of file ministry shall be September to August.

**ARTICLE V**  
**DISSOLUTION CLAUSE:**

1. In the event this ministry / corporation ceases to function for the purposes herein set forth, then all property, real or chattel, and all assets remaining after satisfying debts and obligations shall revert to: “S.M.I.L.E.S.”(of Delevan WI) or Cowboys for Christ, or Crystal Lyons Ministries or similar Christian nonprofit organization. The Board of Directors shall disperse all assets as it seems fit. The nonprofit organization receiving the assets shall forthwith have full authority to use or dispense of the property at its discretion. In event of the sale of said property by the non-profit organization, the proceeds derived therefrom shall be used by the non-profit organization.

**ARTICLE IV AMENDMENTS:**