



## The Membership Process Overview

We have outlined the new membership process along with frequently asked questions regarding the process to assist you in fielding questions about the membership process. If you have further questions, please email your Community Group Coach. The New Member Process on the City has been launch and below is the process from start to finish with additional focus on the interview aspect.

1. **Join The City.** A prospective member can join at any campus or by asking their community lead.
2. **Click on the giant black box** that says "Start Your Mars Hill Membership" (or follow the "Member Process" link underneath the profile picture). This will start the Membership Application.
3. **Personal background.** Confirmation of the information provided when the prospective member joined The City.
4. **Doctrine class.** One may watch the videos on The City or, if they have attended the sermon series, they may simply check the box. Each video includes two basic comprehension questions.
5. **Description of a Disciple's Life.** The Description of a Disciple's Life section is meant to help practically apply Christian doctrine to everyday life.
6. **Member Covenant.** Mars Hill Church asks all members to enter a covenant relationship with the church—as pastors we commit to serve the members, and the members commit to serve the church. It's a relationship that reflects God's love and care for his people. We desire to serve together as a unified church family. The Member Covenant is the final step of the Membership Application.
7. **Member candidate initiates the interview process.**
  - The membership interview occurs after the member candidate agrees to the Member Covenant.
  - By default, The City identifies the interviewer to be the leader of the member candidate's primary community at the member candidate's home campus.
  - The City will generate a message from the member candidate to their leader, who is then responsible for scheduling and conducting the interview.
8. **Leader receives information and schedules interview.**
  - When a leader is assigned an interview, they will also receive:
    1. All of the member candidate's responses to the membership process questions.
    2. A form to be completed during the interview (this form must ultimately be submitted electronically via The City).
  - The leader must respond to the assignment by scheduling an interviewing with the member candidate and notifying them appropriately (by using The City-generated response).
9. **Leader conducts the interview.**
  - Follow form and instructions provided via The City.
  - Be sure to address any questions or concerns expressed within the member candidate's responses to the Doctrine series and other prompts.
  - Communicate the expectation that every member is not only a member of Mars Hill Church, but also of a specific campus. Address any extenuating circumstances.
10. **Leader submits results via The City.** Upon completion of the interview, the interviewer may either:
  - **APPROVE the candidate for membership.** This is the final step in the membership process and will instantly change the candidate's status from "Guest" to "Member." Basic criteria for approval includes:
    - The candidate is a Christian and can articulate what this means.



- The candidate has been baptized.
  - The candidate is involved at a specific MHC campus in specific MHC community.
  - The candidate has fulfilled all previous requirements in the membership process.
  - **ESCALATE the candidate for a second interview.** This option will notify the Campus Administrator, who will then be responsible for scheduling an interview between the member candidate and a pastor. Cause for escalation may include:
    - The candidate may not be a Christian.
    - The candidate is a registered sex offender.
    - The candidate demonstrates a concerning lack of spiritual maturity (e.g. habitual sin, lack of gospel comprehension, ambiguous spirituality).
    - The candidate is not involved in any sort of MHC community beyond Sunday attendance and The City.
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### **Membership Process FAQ's**

#### ***I can't get on The City.***

Ask for help! Email [userhelp@marshallchurch.org](mailto:userhelp@marshallchurch.org) or talk to your community group leader or a campus leader.

#### ***I don't have a computer.***

Info desk computers are available for those who don't have access elsewhere.

#### ***I'm already a member, and I'm already on The City, but I didn't get the email inviting me to renew.***

Start the new member process; early on you'll be given the opportunity to notify us that you're already a member. We'll then switch you over to the renewal process (which is basically the same as the membership process, only without the video curriculum and the interview).

***I don't want to renew my membership.*** We understand that some people may choose to move on from MHC. As a courtesy, we simply ask that you email your campus to inform them of your decision.

#### ***The membership process takes too long.***

MHC depends on its members to serve the church, and calls them to be ambassadors of Jesus to the world around us. Also, MHC leadership is committed to cultivating growth and providing care for our church body. The membership process is designed to enable these weighty endeavors. It is not just busywork, but an opportunity to reflect on what Jesus has done, and how he calls us to live as the church and as individuals. In fact, the updated membership process is actually much less time-consuming than our previous model, which required prospective members to attend a midweek class for more than two months.

#### ***When can I begin the membership process?***

You can begin your membership process as soon as you are signed up on The City. Simply click the big black box that says "Start Your Membership Process"