

# MINISTERIAL CREDENTIALS AT MOTION CHURCH

*"and He gave some as apostles, and some as prophets, and some  
as evangelists, and some as pastors and teachers, for the  
equipping of the saints for the work of service, to the building up  
of the body of Christ"  
Ephesians 4:11-12*

At Motion Church, we believe that every member of the Body of Christ is called to be a minister, but not all ministers need to be credentialed through being Licensed or Ordained. The issuance of credentials is a Church's recognition of God's prior calling and equipping of an individual to work in one of the offices or functions listed in Ephesians 4:11. Ordination is the Church's affirmation of God's choice of leadership.

## **DEFINITIONS OF TERMS USED IN THIS DOCUMENT**

Ministry: For this document, 'ministry' means to work in one of the specific offices or functions listed in Ephesians 4:11. A minister may devote "full-time" to ministry, without holding a secular job, or may hold a secular job if the ministry activities do not provide an adequate income.

Licensed Minister: A man or woman who after meeting the criteria set forth below receives a License from Motion Church. A Licensed Minister shall be a man or woman who has been called to ministry, but does not necessarily have to be seasoned in ministry at the time the License is issued. A Licensed Minister is entitled to all the rights and privileges afforded ministers under the laws of the province of British Columbia, Canada. The duties of a Licensed Minister include Baptism, Communion, Funerals, Weddings, Teaching, Administration, and Conducting of regular church services. A Licensed Minister who receives his License from Motion Church may not function as the senior pastor of a church.

License: The ministerial credential held by a Licensed Minister.

Ordained Minister: A man or woman who after meeting the criteria set forth below receives an Ordination from Motion Church. An Ordained Minister shall be a man or woman who has been called to ministry, and who is also mature, experienced and qualified to carry on all of the responsibilities of ministry. An Ordained Minister is entitled to all the rights and privileges afforded ministers under the laws of the province of British Columbia, Canada. The duties of an Ordained Minister include Baptism, Communion, Funerals, Weddings, Teaching, Administration, and Conducting of regular church services. An Ordained Minister who receives his Ordination from Motion Church and who meets all of the requirements for the office as set forth in the by-laws of Motion Church may function as the senior pastor of a church.

Ordination: The ministerial credential held by an Ordained Minister.

Ordained Minister Emeritus: An ordained minister who has retired after a long and distinguished career and who is deemed worthy of special recognition from Motion Church. An Ordained Minister Emeritus is entitled to all the rights and privileges of an Ordained Minister, but is not required to renew his or her credential.

Licensing and Ordination Committee: A standing committee assigned by the Lead Pastor and Elders whose duties and responsibilities include establishing the policies for Licensing and Ordination of ministers by Motion Church, overseeing application and renewal processes, conducting interviews of applicants and the final acceptance or rejection of applicants. The committee will inform the Lead Pastor and Executive Leadership Team who has been approved or rejected for Licensing or Ordination. The Licensing and Ordination Committee will serve at the pleasure of the Lead Pastor.

## **LEVELS OF CREDENTIALS**

There are various tasks God calls individuals in the church to fulfill. There should be formal recognition by the local body of these callings. To designate all workers at every level "ordained ministers" would bring confusion. Therefore, Motion Church has established two levels of credentials to cover the various ministries and responsibilities. Someone who has served faithfully at least three years as a Licensed Minister is eligible to seek Ordination.

## **PURPOSES OF LICENSING AND ORDINATION**

Licensing or Ordination serves to nurture and encourage the call of God to ministry in the heart and mind of the credentialed individual. To become a Licensed or an Ordained Minister is a notable milestone in the development of ministry to others.

Licensing or Ordination also provides confidence to the one called. He or she accepts the call with greater courage when the elders of a local church formally recognize the calling and are willing to demonstrate publicly their acceptance of that call. For every Christian minister, this is an extremely important step. Such validation helps ministers realize that they are a significant part of the Body of Christ and are not independent and isolated, even if they are serving away from an established church.

Licensing or Ordination will raise the expectancy level for effective ministry within the heart of the credentialed minister. There will be an increased awareness of God's calling and a greater reliance on one's faith. Licensing or Ordination may also serve as a catalyst to seek further directions from the Lord on ministry.

The License and Ordination service is anticipated to be surrounded by a special grace. Scripture provides evidence that an impartation occurs when godly people lay hands on others whom God has called. "*Now Joshua son of Nun was filled with the spirit of wisdom because Moses had laid his hands on him...*" (Deuteronomy 34:9). The imparting of a spiritual gift is implied by Paul, "*Do not neglect your gift, which was given you through a prophetic message when the body of elders laid their hands on you.*" (1 Timothy 4:14). Prophetic words of edification, exhortation, and consolation may accompany the Licensing and/or Ordination service.

From the perspective of the church, Licensing and Ordination expands its ministry. Other fellowships which respect the Licensing or Ordaining of Motion Church will be more open to receive ministry from an individual who was sent out after being Licensed or Ordained.

## **THE ROLE OF MOTION CHURCH**

An Ordained Minister bears great responsibilities, both to God and to man - responsibilities not to be taken lightly. James 3:1. Accordingly, the institution conferring the License or Ordination must do so only after prayerfully and thoughtfully considering the person to whom ministerial credentials are to be extended.

Motion Church will License or ordain men and women in accordance with Biblical qualifications and specific requirements described elsewhere in this document. Applicants for ministerial credentials will demonstrate their effective functioning in the fivefold ministry of Ephesians 4:11, and the fruit of their ministry will testify as to their qualifications for Licensing or Ordination.

Motion Church will not issue credentials to an individual whose home church is not Motion Church unless the other church requests the action in writing. For purposes of issuing credentials, Motion Church will be the home church of the pastoral staff of all Motion Church plants or campuses until such a church achieves autonomy.

Motion Church will not issue ministerial credentials as a reward for completing an education or training program. Credentials will not be issued to an individual whose ministry is not yet in operation or as a "résumé item" for an individual seeking a new position. (We recognize there are situations where credentials are a prerequisite for certain positions on a church staff, within a parachurch organization, or some volunteer roles with law enforcement or health agencies. Such situations will be considered on a case by case basis by the Licensing and Ordination Committee. Motion Church also understands that many ministry roles do not require ministry credentials for the candidate to serve effectively.

## **BIBLICAL QUALIFICATIONS**

We require the applicant to meet the scriptural qualifications as set forth in 1 Timothy 3:1-7 and in Titus 1:7-9:

*"Here is a trustworthy saying: If anyone sets his heart on being an overseer, he desires a noble task. Now the overseer must be above reproach, the husband of but one wife, temperate, self-controlled, respectable, hospitable, able to teach, not given to drunkenness, not violent but gentle, not quarrelsome, not a lover of money. He must manage his own family well and see that his children obey him with proper respect. (If anyone does not know how to manage his own family, how can he take care of God's church?) He must not be a recent convert, or he may become conceited and fall under the same judgment as the devil. He must also have a good reputation with outsiders, so that he will not fall into disgrace and into the devil's trap." (1 Timothy 3:1-7);*

*"Since an overseer is entrusted with God's work, he must be blameless -- not overbearing, not quick tempered, not given to drunkenness, not violent, not pursuing dishonest gain. Rather he must be hospitable, one who loves what is good, who is self-controlled, upright, holy and disciplined. He must hold firmly to the trustworthy message as it has been taught, so that he can encourage others by sound doctrine and refute those who oppose it. (Titus 1:1-9).*

For purposes of Licensing and Ordination, we interpret these verses to apply equally to men and to women.

In the event the person requesting Licensing or Ordination has been married before, the Bible teaches and therefore Motion Church upholds, the previous marriage must have been terminated because of:

1. Adultery on the part of the ex-spouse

*“But I tell you that anyone who divorces his wife, except for marital unfaithfulness, causes her to become an adulteress, and anyone who marries the divorced woman commits adultery.”* (Matthew 5:32);

*“Anyone who divorces his wife and marries another woman commits adultery, and the man who marries a divorced woman commits adultery.”* (Luke 16:18); or

2. An unbelieving or abusive spouse departing, thus allowing the believing partner freedom to remarry

*“But if the unbeliever leaves, let him do so. A believing man or woman is not bound in such circumstances; God has called us to live in peace.”* (1 Corinthians 7:15); or

3. The previous marriage and divorce occurred before salvation

*“Therefore, if anyone is in Christ, he is a new creation; the old has gone, the new has come!”* (2 Corinthians 5:17); or

4. Death of a spouse.

*“Do you not know, brothers -- for I am speaking to men to know the law -- that the law has authority over a man only as long as he lives? For example, by law a married woman is bound to her husband as long as he is alive, but if her husband dies, she is released from the law of marriage. So then, if she marries another man while her husband is still alive, she is called an adulteress. But if her husband dies, she is released from that law and is not an adulteress, even though she marries another man.”* (Romans 7:1-3).

Again, for purposes of Licensing and Ordination, we interpret these verses to apply equally to men and to women.

## **REQUIREMENTS FOR LICENSING AND ORDINATION**

### Requirements for Licensing:

1. The applicant must meet Biblical qualifications as given above.
2. The applicant must be at least 21 years of age.
3. There must be a clear calling and equipping of God on the applicant's life, as evidenced by his or her functioning in the offices listed in Ephesians 4:11.
4. The applicant must have been a member of Motion Church for a minimum of 24 months, faithfully supporting the ministry of Motion Church by attendance, cooperation and tithing.
5. The applicant must have at least 10 semester hours of Bible and/or Theology studies from

a recognized source, or must demonstrate that his or her prior ministerial responsibilities and duties involved significant practical Biblical knowledge and experience.

6. In addition to the above requirements, the applicant must express sufficient reasons for seeking a License from Motion Church.

#### Requirements for Ordination:

1. The applicant must meet Biblical qualifications as given above. The applicant must be at least 24 years of age.
2. The applicant must have three years prior experience in active ministry and have been Licensed (by either Motion Church or another organization determined by the Licensing and Ordination Committee to be credible) for at least 36 months.
3. The applicant must have the minimum of a Bachelor's Degree in any career field from an accredited university or college. The applicant must have at least 30 semester hours of Bible and/or Theology studies from an accredited source.
4. The applicant must be involved actively in ministry at the time of application.
5. The applicant must have been a member of Motion Church for a minimum of 24 months, faithfully supporting the ministry of Motion Church by attendance, cooperation and tithing, or have had some definable connection to Motion Church in purpose, history, and relationship for a minimum of 24 months.
6. In addition to the above requirements, the applicant must express sufficient reasons for seeking Ordination.

#### Special Requirements for Motion Church Pastoral Staff Members:

Persons who are serving on the pastoral staff of Motion Church at the time of submission of their application for credentials are eligible for consideration of certification with one added requirement. They must also meet the Biblical Qualifications listed, starting on page 3. A person who has been hired to serve at least half time on the Motion Church pastoral staff will be considered for the purpose of credentialing to be a member of the Motion Church pastoral staff.

#### Requirements for Transfer of Credentials:

Motion Church will not transfer automatically the credentials of an individual who carries a License or Ordination from another church or ministry. If a person who holds a foreign credential wishes to be Licensed by Motion Church he or she must meet the requirements for Licensing as stated above, and also agree to resign the foreign credential.

Motion Church will consider recognizing and transferring the Ordination of an individual who has been ordained by another recognized ordaining body. Certain criteria must be met:

1. The individual must complete an application for Ordination packet.
2. The applicant must meet Biblical qualifications as given above.

3. The applicant's Ordination certificate must be current, or not have been expired for more than two years.
4. The applicant must be actively involved in ministry at the time of application.
5. The applicant must be a member of Motion Church, faithfully supporting the ministry of Motion Church by attendance, cooperation and tithing, or have some ongoing, definable connection to Motion Church in purpose, history, and relationship.
6. The applicant must agree to resign all current foreign ministerial credentials.

#### Requirements for Ordination Emeritus:

1. Candidates will normally be nominated for Ordination emeritus status by the lead pastor.
2. The candidate must fulfill all the requirements for Ordination, as stated above.
3. The candidate must be retired (for reasons of age or health) from ministry.
4. The candidate must have had no less than ten years of honourable and productive ministry at Motion Church or elsewhere.

#### **PROCEDURES FOR REQUESTING LICENSING OR ORDINATION**

1. Anyone interested in Licensing or Ordination may request a copy of current policies and instructions from the office of the Lead Pastor of Motion Church. (The request may be made in person, by mail, or by telephone.)
2. If the requestor then wishes to apply formally for Licensing or Ordination an application packet may be requested from the Licensing and Ordination Committee. The information originally requested from the church will explain how to request the application packet. A non-refundable processing fee of \$25 must accompany the request. A check or money order should be made payable to Motion Church. The completed application and all supporting documents and recommendation forms will be returned directly to the Licensing and Ordination Committee.
3. The application will be reviewed by the Licensing and Ordination Committee and an interview of the applicant will take place. The applicant's spouse and dependent children age 13 or greater and living at home will be included in the interview.
4. The Licensing and Ordination Committee will inform the applicant of the decision regarding the request for Licensing or Ordination. If the Senior Pastor or the Licensing and Ordination Committee have some recommendations or stipulations that must be satisfied before approval, the applicant will be informed of such.
5. Normally, the Pastoral staff and Licensing and Ordination Committee will lay hands on individuals approved for Ordination in the presence of the congregation. The Pastoral staff and Licensing and Ordination Committee will lay hands on individuals approved for

Licensing, either in the presence of the congregation or at a scheduled meeting of the Licensing and Ordination Committee.

6. Certificates of Licensing or Ordination will be issued with a 24-month expiration date.

### **RESPONSIBILITIES TO MOTION CHURCH**

Maintaining an Accountable Relationship to Motion Church:

**All ministers credentialed through Motion Church shall maintain an accountable, on-going relationship to Motion Church**, either through personal contact with the Motion Church Pastoral Staff, or by correspondence to the Licensing and Ordination Committee.

Communications of ministers should contain information that will enable the Licensing and Ordination Committee and Pastoral Staff to pray specifically and meaningfully for the ministers and their efforts. Secondly it will inform the committee of the ongoing status of your ministry for Credential renewal.

### Renewal of Credentials:

Certificates of Licensing and Ordination must be renewed every 24 months. **The credential holder is responsible for initiating the renewal process, as follows:**

1. He or she will contact the office of the Senior Pastor approximately 90 days prior to the expiration date to obtain a renewal packet and to schedule a personal interview with the Licensing and Ordination Committee if applicable. A processing fee of \$25, payable to Church of the Highlands, must accompany the renewal request.
2. Upon approval of the renewal request by the Licensing and Ordination Committee a new Certificate of Licensing or Ordination will be issued.
3. If the renewal process has not been completed by 90 days after the expiration date of the credential, it will be considered as having lapsed. Lapsed credentials may not be renewed; to regain credentials the individual must re-apply for Licensing or Ordination.
4. Certificates of Licensing and Ordination held by members of the Church of the Highlands pastoral staff are valid for the remaining period of employment in that capacity, and need not be renewed. Such certificates automatically expire 30 days after employment has been terminated. Certificate holders then may seek renewal according to the procedure described immediately above. It is understood that the 90 day requirement of paragraph 1, above, will be relaxed.

### Revocation of Credentials:

Any person Licensed or Ordained by Church of the Highlands and found guilty of gross unscriptural conduct by an absolute majority vote of the Licensing and Ordination Committee will have his or her credentials revoked. Examples of such misconduct include heresy; illegal, immoral, or fraudulent acts; conspiring to divide Church of the Highlands, a local church body or an affiliated ministry. Any petition for the revocation of credentials shall be submitted to the Licensing and Ordination Committee in writing by a member of Church of the Highlands or by an overseer of Church of the Highlands.

The credential holder has the right to appeal the revocation by appearing before the Licensing and Ordination Committee and show cause why the credentials should not be revoked. An absolute majority vote of the Licensing and Ordination Committee is required to cancel the revocation.



### Steps of Restoration:

An individual whose credentials have been revoked may reapply for Licensing or Ordination. The following minimum requirements must be fulfilled:

1. The individual must demonstrate godly repentance (2 Corinthians 2:5-8; 7:9-10).
2. If appropriate, the individual must make complete restitution—in so far as is possible—of all financial losses caused by the conduct that led to the revocation.
3. The individual must earnestly seek restoration of interpersonal relationships that may have been damaged or destroyed by the conduct that led to the revocation.
4. The individual must conduct himself or herself in a manner “above reproach” for a probationary period of 12 months.

At this point the individual may reapply for Licensing or Ordination. The candidate must complete the entire application process in the same manner as would a first-time applicant and must meet all of the Biblical qualifications stated above.

### Amendment of Procedures:

A majority vote of the Licensing and Ordination Committee is required to amend the definitions, procedures and requirements as set forth in this document.