

# Obtaining the Ordained Minister Credential

## An Overview



Credentialing  
Resource

Evangelical Missionary Church  
of Canada HIS MISSION - OUR MISSION  
emcc.ca

### Preamble

The procedure presented in this brochure outlines the steps to be taken on the way to ordination in the EMCC. It will be important for the candidate to demonstrate Christian humility during this entire process. The local church board plays a central role throughout and as such is urged to proceed with due consideration at each step. Let nothing be done that will detract from our common purpose of glorifying God. The process intends to do several things: continue the 'quality control' process involved in any credentialing system, contribute to the development of the candidate by requiring the candidate to assess and synthesize personal and ministry development and clarify and facilitate the path to the credential we call ordination. The local church, the wider EMCC movement and the candidate all have a vested interest in assuring that there is a good and thorough examination of the candidate and a proper opportunity for confirmation, affirmation and celebration of the candidate's call to; and readiness for "stated ministry." Keep the Regional Minister (RM) in the loop throughout the process.

### The Process to obtain the Ordained Minister (OM) credential with EMCC

#### Step #1 Attend the EMCC History and Mission Seminar for Pastors

During the two-year period between licensing and the request for ordination the candidate is required to attend the EMCC History and Mission Seminar. Check [emcc.ca](http://emcc.ca) or contact your RM for future dates.

#### Step #2 Allow at least two years to elapse from time of Licensing

The elapsed time can be no less than two years from the date of granting a license to the date that formal application is made.

#### Step #3 Inform Regional Minister

Before approaching the church board to initiate the ordination process, the prospective candidate should consult with a Regional Minister. RMs are available throughout the process to assist, offering support and resources.

#### Step #4 Request that the Church Board initiate process

The prospective candidate shall ask the local church board, in writing, to initiate the process.

#### Step #5 Board notifies congregation of intent to proceed

The board shall inform the membership that the application for ordination is being initiated and they shall inform the congregation of the steps in the process. (Make copies of this information circular available to your members.) The board shall give opportunity for members to submit written, signed and dated letters either by way of support or by way of concern. The letters are to be submitted to the local church board. These shall be treated in strictest confidence and used by the Board in helping to assess whether or not to proceed. The time period for receiving these submissions shall be on, or before the third Sunday after the public announcement is made (21 days).

#### Step #6 Letter requesting examination

If the board resolves by a two-thirds majority to proceed they shall then make a formal written request, addressed to the EMCC office, stating they have given due notice to the congregation and have duly considered the request of the candidate and support the examination of the candidate's readiness for ordination.

*When the Church Board's letter arrives at the EMCC office, your Regional Minister will direct the Candidate to the on-line application.*

### **Step #7 Submit Stage 1 of the On-Line Application**

- Provide update of personal information
- Provide confirmation that you have met the requirements to proceed to apply for the OM credential.

### **Step #8 Consultation with a Regional Minister**

Plan to meet with your Regional Minister, and review your Stage 1 materials, in order to be able to proceed.

### **Step #9 Submit Stage 2 of the Application**

- Complete the application form which includes a review of your ministry, calling, and doctrine
- If you have not already submitted the signed Minister's Covenant, please do so.

### **Step #10 Attend a Credentialing Interview**

- Your Regional Minister will verify that your application is complete and will contact you to schedule an interview with the CIT. (Credentialing Interview Team)
- Your spouse is required to attend the interview with you.

#### **Credentialing Interview Information**

Expect your credentialing interview to run 1 ½ - 2 hours.

- Bring a copy of your doctrinal questionnaire to the interview and be prepared to discuss and answer questions drawn from the entire questionnaire.

### **Step #11 Receive positive recommendation by CIT/Final Approval from President's Office**

- The CIT will prepare a report and send it to the EMCC office for final approval.
- Any who are not recommended will receive a letter from the CIT to that effect.
- Those who are given final approval will receive a letter from the President's office.

### **Step #12 Vote/approval by local membership**

The Board shall call a membership meeting to vote in favor of the candidate's ordination. The recommendation of the CIT shall be read and the recommendation of the Church Board shall be given. A two-thirds majority of the members voting in favor of ordination by secret ballot is required to advance to the public service.

### **Step #13 Public Ordination Service – Public Vows – Invitation to Sister Churches**

Upon the approval by the local membership, invitations to a duly called public service of ordination shall be sent to sister churches and others within the denomination and without. Please provide the details of the ordination service (date, time & location) to [dsnider@emcc.ca](mailto:dsnider@emcc.ca) so that an announcement and invitation may be sent from the Kitchener national office. An RM or his delegate representing the EMCC family of churches shall officiate during the formal declarations and commissioning of the candidate. The date of ordination shall be the date of the public ordination service.

#### **After the Ordination Service**

- The ordained shall be registered on the official roll as an EMCC ordained minister and all EMCC records will be updated to reflect the new credential.
- The ordained shall have the right to use the letters OM, EMCC.
- An ordination certificate and ID wallet card shall be sent.
- The ordained shall submit immediately a brief news release to be published in the next EMCC newsletter, e-NewsLink.