



<p>Policy Number: BD-030</p>	<p>Policy Applies to: The President, Regional Ministers, EMCC Board, Credentialed Ministers and those seeking credentialing.</p>
<p>Initially Approved: By: The Board of Directors Date: 2006-10</p>	<p>Policy Changes: Major revision 2018-11-09 Amendments 2019-11-08</p>
<p>Amendment/s Approval Date: 2019-11-08</p>	<p>Monitoring Schedule: ?</p>

OBJECTIVE

The following credential policies are written in response to Appendix #2 Articles of Governance 1.2 and 3 (A part of the Bylaw #1 of the EMCC). These policies deal with the area of credentials tenure which mean the act, right, manner, and term of holding something especially a status granted after a trial period.

Bi-vocational ministers are also covered by these policies.

The Articles of Governance (3.2.5) state that all leadership ministry staff (engaged in teaching or public leadership) are accountable to the same standards of ministerial conduct, whether or not they hold EMCC credentials.

The changes (Nov 2018) to the original policy were done by the President and the Regional Ministers.

DEFINITIONS

Non-Portable: Credentials that cannot be transferred to another ministry position whether inside or outside the EMCC.

The roll: The list of the voting members of the EMCC.

Ethics Committee: An ad hoc committee formed by the EMCC President to adjudicate cases of extenuating circumstances (Articles of Governance 3.7.2).

POLICY

1. List of Credentials

1.1. Letters of Appointment

- 1.1.1. Written by the President upon recommendation of Regional Ministers for the following assignments:
 - 1.1.1.1. All transitional assignments in senior leadership positions including, but not limited to, Minister-in-Training, Student Pastor, Intern, Intentional Interim, Missionary-in-Training; and
 - 1.1.1.2. All leaders in process for credential and who are assigned to serve in a permanent senior leadership role.

1.2. Candidate for Ministry

- 1.2.1. A temporary holding phase for someone approved for Certified or Licensed Minister pending active assignment.

1.3. Certified Minister (CM)

- 1.3.1. A non-portable credential for a specific ministry assignment for the duration of the assignment that satisfies the following criteria:
 - 1.3.1.1. Meets the standards of the EMCC Credential Application Process, and
 - 1.3.1.2. Does not require formal and theological education.

1.4. Licensed Minister

- 1.4.1. A probationary state of 2 years for a person who has formal theological training or equivalent and is in the process toward Ordained Minister.

1.5. Ordained Minister

- 1.5.1. The highest level of credential for a person who satisfies the following criteria:
 - 1.5.1.1. Successfully completed a second examination by a Credentialing Interview Team (CIT); and
 - 1.5.1.2. The local church has conducted a formal service of ordination.

1.6. Ordained Minister by Transfer

- 1.6.1. Recognition of a minister's credentials granted by another denomination and satisfies the following criteria:
 - 1.6.1.1. An approved Memorandum of Understanding (MOU).

1.7. Ordained Minister Shared Worker

- 1.7.1. Recognition of a minister's credentials which remain with another denomination but who is under assignment with the EMCC and satisfies the following criteria:
 - 1.7.1.1. An approved Memorandum of Understanding (MOU).

1.8. World Partners (WP) Certified Minister

- 1.8.1. A non-portable credential for a missionary assignment that satisfies the following criteria:
 - 1.8.1.1. A cross-cultural ministry; and
 - 1.8.1.2. The EMCC WP missionary does not have another EMCC credential.
 - 1.8.1.3. After 20 years of service the missionary is eligible for Active Retired or Active Lifetime status.

2. Rights, Responsibilities and Privileges of Credential Holders

- 2.1. Those with Active Ordained & Licensed status, and World Partner Certified Ministers are individual members of the EMCC and therefore eligible to vote at all EMCC general meetings.
- 2.2. Annual issuance of the EMCC credential card or letter.
- 2.3. Marriage Registration Number for Licensed and Ordained Ministers (Certified Ministers and EMCC WP Certified Ministers may receive a number if it is a bona-fide requirement of their job description).
- 2.4. All credential holders are bound by the EMCC Ministers Covenant.

- 2.5. All credential holders must maintain membership in good standing in an EMCC church or, where not possible, in a local church.
- 2.6. All credential holders except Active Lifetime and Active Retired are required to submit the Credentialed Minister Annual Report.
 - 2.6.1. Credential holders shall be advised on an annual basis of the requirement to complete the Credentialed Minister Annual Report and the consequences of not doing so.

3. Status of credentials

3.1. Active Assigned

- 3.1.1. An individual with a credential with an assignment as follows:
 - 3.1.1.1. EMCC ministry;
 - 3.1.1.2. MOU shared ministry; or
 - 3.1.1.3. Pastor-on-loan (seconded to a ministry outside the EMCC).

3.2. Active Unassigned

- 3.2.1. An individual with a credential who is not under assignment. After two years of being unassigned, the status of the credential moves to “inactive”.

3.3. Active Lifetime

- 3.3.1. Granted to a person not past retirement age who has held OM EMCC credentials with 20 years of service and is currently not in a ministry position.

3.4. Active Retired

- 3.4.1. An individual who has served as a credentialed minister for at least 10 years and is retiring from an EMCC ministry.

3.5. Inactive

- 3.5.1. An individual who has not been under assignment for 2 years. and is no longer entitled to privileges of credentialed status. Beyond 2 years of last assignment where minister still on the Roll but does not have an Assembly vote nor a Marriage Registration Number.

3.6. Inactive Retired

- 3.6.1. A retired minister who has served the EMCC less than 5 years. Does not have an Assembly vote nor a Marriage Registration Number.

3.7. Suspended

- 3.7.1. An individual whose credentials have been suspended due to disciplinary action.

3.8. Lapsed

- 3.8.1. Credentials lapse after 2 years of Inactive or Suspended status.
 - 3.8.1.1. Persons whose credentials have lapsed may reapply for credentials.

3.9. Terminated

- 3.9.1. The credential is terminated because of disciplinary action by the EMCC or at the voluntary request of the credential holder.
 - 3.9.1.1. The minister who has been given notice of disciplinary action cannot voluntarily surrender the credential without written permission from the EMCC.

4. Discipline of a Credentialed Minister

4.1. Disciplinary action shall be initiated according to the EMCC Articles of Governance (5.2.2):

- 4.1.1. Violation of the Minister Covenant;
- 4.1.2. Marital separation or divorce in accordance with EMCC Articles of Governance (3.7);
- 4.1.3. Two-year lapse in submitting the Credentialed Minister Annual Report;
- 4.1.4. Failure to participate in General Assembly and Regional Gatherings; or
- 4.1.5. Failure to participate in official EMCC events for Credentialed Ministers.
 - 4.1.4.1 An exception may be considered for, but not limited to, the following reasons: circumstances related to health, family crisis, financial constraints and sabbaticals.
 - 4.1.5.1. The written request for exemption must be given to the Regional Minister at least one month prior to the event.
- 4.1.6. Failure to maintain membership in good standing in an EMCC or local church.

- 4.2. Credentials of ministers who are suspended for disciplinary reasons shall be listed as “Suspended”.
- 4.3. The minister is subject to the stipulations of the disciplinary process as outlined in the EMCC Articles of Governance (5.2).
- 4.4. A minister under discipline shall receive a letter of suspension from the President informing the minister of the following requirements:
 - 4.4.1. Return of the credential card and/or letter to the EMCC office within 30 days of the suspension start date; and
 - 4.4.2. Return of the credential certificate to the EMCC office within 30 days of the suspension start date.
- 4.5. The credential card/letter and certificate shall be held pending the outcome of the disciplinary investigation.
- 4.6. While the minister is under discipline the following applies:
 - 4.6.1. Reinstatement of the ministerial credential is not possible;
 - 4.6.2. A notation in the minister’s file shall read “surrendered while under discipline”;
 - 4.6.3. A letter to the minister shall be issued with these terms; and
 - 4.6.4. A letter to the minister’s supervising body shall be issued stating that the minister is also automatically suspended from duties in a member church organization or any other duties which would normally be performed as a credential holder.
- 4.7. It is the policy of the EMCC to review the credentials of a credentialed minister who, subsequent to credentialing, is divorced, marries a divorced person or is considering the inevitable imminence of such an event.
 - 4.7.1. The credentialed minister shall immediately surrender his/her credentials and cease ministry;
 - 4.7.2. The matter shall be investigated by an ethics committee and a recommendation brought to the Board of Directors without delay; and
 - 4.7.3. If the recommendation is that the credentials of the minister be reinstated, the Board of Directors must approve by a 75% majority vote.

5. Definition of Ministry Assignments

- 5.1. Ministry assignments are defined as advancing the Way of Jesus as apostles, prophets, evangelists, shepherds, and teachers in accordance with the calling of God.
- 5.2. Credential holders may be assigned to the following ministries (also known as “regularly defined ministries”):
 - 5.2.1. The local church;
 - 5.2.2. Cross-cultural missions;
 - 5.2.3. Para church agencies;
 - 5.2.4. Chaplaincy;
 - 5.2.5. Bible College or Seminary;
 - 5.2.6. Camps; or
 - 5.2.7. Other ministry settings.

5.3. Ministry Developed by an EMCC Credentialed Minister

- 5.3.1. A Credentialed Minister may create a new ministry outside the defined ministries listed in 5.2 under the following provisions:
 - 5.3.1.1. The ministry is compliant under 5.1;
 - 5.3.1.2. A local EMCC church provides a written endorsement and covering including an explanation of the lines of responsibility, authority, accountability and reporting between the local church and the new ministry;
 - 5.3.1.3. An annual review is undertaken by the endorsing church to ensure that there is no known moral, ethical, personal or doctrinal issue that would impinge negatively on the name of Jesus, the EMCC or the minister with a letter to the EMCC indicating the results of the review;

- 5.3.2. The onus is on the minister to ensure that the provisions are communicated and met. Failure to do so will result in a review and may result in the suspension of credentials.

5.4. Ministers Serving in Other Denominations

5.4.1. Credentialed ministers' status during transition

- 5.4.1.1. The status during transition shall be in accordance with this policy, Section 3. Active unassigned for 2 years, Inactive for the next 2 years, followed by the lapse of credentials.
- 5.4.1.2. The onus is on the minister to arrange for the transfer of credentials into the receiving denomination.

5.4.2. Pastor on Loan

- 5.4.2.1. A Pastor on Loan is an EMCC Credentialed minister serving with a sister denomination including the Missionary Church USA, Evangelical Church USA, and global United Missionary Church.
- 5.4.2.2. An EMCC credentialed minister retains EMCC credentials and remains subject to EMCC discipline.
- 5.4.2.3. The day-to-day supervision of ministry is under jurisdiction of the sister denomination.
- 5.4.2.4. The arrangement is provisional and subject to review every 2 years with the following provisions:
- 5.4.2.4.1. A "Pastor on Loan" covenant is signed which reads: "We understand that (name) is a credentialed minister of the EMCC and has a covenantal relationship with the EMCC. We accept that (name) is serving on assignment with us subject to the terms of this covenant and we agree to work in harmony with these terms. We also understand that it is the prerogative of our leadership to consult concerning any matters pertaining to (name). We also covenant to treat (name) fairly and to make a good faith use of the guidelines for the material support of EMCC ministers".
- 5.4.2.5. An annual letter is provided by the sister denomination to the EMCC indicating that a satisfactory review has been conducted and there is no known moral, ethical, personal or doctrinal issue that would impinge on the name of Jesus, the EMCC or the credential.

5.4.3. Ordained Ministers in Interim Capacities Outside the EMCC

- 5.4.3.1. A credentialed minister serving for an extended period of interim ministry with a non-EMCC church who wishes to have one's ministry assignment recognized shall follow this policy Section 5.4 *Ministers Serving in Other Denominations*
- 5.4.3.2. The onus is on the minister to ensure that the provisions are communicated and met. Failure to do so will result in a review and may result in the suspension of credentials.

5.4.4. Ministers Serving in Churches, Mission or Parachurch Agencies that Do Not Credential

- 5.4.4.1. A credentialed EMCC minister serving in such a church or agency continues to hold EMCC credentials providing that a "Pastor on Loan" Covenant is signed between the EMCC and the church/agency;
- 5.4.4.2. The onus is on the minister to ensure that the provisions are communicated and met. Failure to do so will result in a review and may result in the suspension of credentials.

5.4.5. Transfers In

- 5.4.5.1. Credentials will be transferred from denominations where a Memorandum of Understanding exists or a sister denomination including Missionary Church USA, Evangelical Church USA, and the Global United Missionary Church completion of the credentials application process.
- 5.4.5.2. A minister who has previously been credentialed by the EMCC and wishes to regain credentials shall complete the credentials application process.
- 5.4.5.3. Credentials from denominations without an MOU are not transferable.
 - 5.4.5.3.1. Individuals seeking Recognition of Previous Ordination (ROPO) shall complete the credentials application process.

5.4.6. Dual Credentials

- 5.4.6.1. An EMCC minister normally may not hold concurrently regular ministerial credentials with another denomination or ministerial credentialing body.
 - 5.4.6.1.1. Where such credentials are held, the minister shall write to the other credentialing body informing them of EMCC credentials and asking that the previous credential be terminated or suspended as per its policy.
 - 5.4.6.1.2. A copy of this letter and of the response shall be filed at the EMCC National Office.
 - 5.4.6.1.3. The surrender or termination of other credentials shall be completed within 2 years of the beginning of an EMCC assignment.

6. Exceptions to the Credential Policy

- 6.1. When there is a question as to whether the credential shall continue (or be granted) the following process will be followed:
 - 6.1.1. A letter of request for policy exception shall be sent to the President;
 - 6.1.2. The President shall initiate an internal review process involving the Regional Minister considering the following questions:
 - 6.1.2.1. Is this a ministry that seeks to advance the purposes of the EMCC?
 - 6.1.2.2. How would a credential enhance the credibility of the person?
 - 6.1.2.3. Is this a ministry that requires a credential?
 - 6.1.2.4. Is this ministry being done by others in the same or analogous context with or without credentials? If so, why?
 - 6.1.2.5. Does the issuing of a credential put the EMCC at unnecessary risk?
 - 6.1.3. The President will present a recommendation to the EMCC Board of Directors for the final decision.

7. Extenuating Circumstances

- 7.1. In cases where there has been infidelity or abandonment by the spouse or where the divorce occurred prior to conversion, and where such circumstances can be ascertained, these shall be considered reasonable grounds to consider applying the extenuating circumstances provision. The recommendation to grant or reinstate credentials is entirely contingent upon clear and sufficient evidence of personal integrity and marital stability, as determined at the sole discretion of the Board of Directors.

Amendments made 2019-11-08:

Section 4.1 Disciplinary action ~~may~~ shall be initiated ~~for the following reasons:~~ according to the EMCC Articles of Governance (5.2.2)

Add 4.1.2 Marital separation or divorce in accordance with EMCC Articles of Governance (3.7)

Section 4.7 It is the policy of the EMCC to review the credentials of a credentialed minister who, subsequent to credentialing is divorced ~~or who~~ marries a divorced person or is considering the inevitable imminence of such an event.