



FELLOWSHIP OF CHRISTIAN ASSEMBLIES OF CANADA

NEW MINISTER GUIDE

GUIDE INCLUDES:

Page 1 - What it Means to be Endorsed

Page 2 - The Vision: 3 Pillars

Page 3 - Becoming a Minister

Page 4 - What is an Endorsing Church?

Page 5 - Licensing & Ordination

Page 6 - Marriage Privileges

Page 7 - Commissioning

Page 8 - Registering Your Ministry

Page 9 - Contact Information

Connecting to Advance God's Kingdom

What it Means to be Endorsed

RELATIONSHIP

The Fellowship of Christian Assemblies is built on relationships with other ministers and ministries. Relationships are held to an accountability structure of recommendation (affirming) into the FCA while maintaining autonomy.

Each minister is responsible for maintaining a relationship with their Endorsing Church (EC) and pursue relationships with other ministers in their geographical regions.

INVOLVEMENT

The FCA is made up of regions to facilitate local relationships. Regional gathering are opportunities to develop fellowship, inspiration, encouragement, and the overall philosophy of FCA ministry.

Monthly envisioning meetings help provide direction for the FCA.

Monthly prayer meetings are facilitated online by our Prayer Coordinator.

Yearly conventions organized by a local team provide opportunities for connection, teaching, and worship.

VISION

Our vision states, "Connecting To Advance God's Kingdom". This vision is why we exist as a Fellowship. God has called us together for great things, and there is untapped potential to be discovered from our collaboration.

3 Pillars

1. Personal & Relational Well-being
2. Equipping Spirit-led Leaders
3. Collaborating in Kingdom Missions

The Vision: 3 Pillars

WELL-BEING

Transformed lives transform churches and communities. We offer our FCA family resources and mentors to accompany individuals on their journey toward intimacy with God. We emphasize caring for our hearts as a way of "being" beyond a way of "believing" and "behaving". We passionately seek spiritual well-being that comes from Jesus, our Wonderful Counselor.

EQUIPPING

The FCA is committed to developing Spirit-empowered leaders who are grounded in God's Word, intimate with Christ, Godly in character, competent in ministry, and who practice relational accountability. We work closely with Clearwater College to develop and broaden our resources for theological studies, organizational management, and personal growth strategies. We want to make sure we provide the proper tools necessary to produce Spirit-led leaders.

COLLABORATING

Our greatest potential is found in what we can do together. We believe this collaboration extends much farther than with pastors and leaders across Canada. We hope to see a day when our ministry leaders, congregations, and volunteers will have the ability to network with each other. We are creating a safe environment where all our leaders, including our missionaries, can connect. A place to share prayer requests, promote a need or event, post job opportunities, or short-term missions projects. We encourage you to join the collaboration within our Fellowship.

Becoming a Minister

RELATIONSHIP

The structure of the FCA is relationship-based. New ministers and ministries are welcomed into the Fellowship through established relationships. Initially, this relationship may be organic, or it may develop from the need for endorsement. This relationship is intended to be an ongoing mutual relationship between the Endorsing Church and the endorsed minister where mutual encouragement, guidance, support, and accountability are present.

ACCOUNTABILITY

Whether a relationship is established or new, an interview is an initial step in entering endorsement. A potential EC and applicant will determine if the relationship is a good fit. The EC will check references, interview, and communicate FCA core values. The EC is the primary agent beyond the endorsed minister for any issues that may arise. The EC ensures that qualifications are met at the time of endorsement and continue to be met annually at renewal.

REGISTRATION

Once relationship and accountability are established, the EC affirms the applicant as their **Endorsed Minister** and holds a **Commissioning Service**.

Membership requirements include paperwork submitted from the EC and the applicant along with membership fees and ministerial credentials.

Please see the *Handbook* for more information.

What is an Endorsing Church?

DEFINITION

Endorsement is a specific, intentional relationship that lies at the heart of FCA membership and is, at its core, rooted in a desire to ensure that healthy relationships and accountability exist among FCA members.

An Endorsing Church is an FCA church that takes on the responsibility of another FCA church, ministry, or minister.

Please see the *Handbook* for specific roles of EC and endorsed minister.

RELATIONSHIP

An ongoing relationship should consist of mutual encouragement, guidance, support, and accountability. The EC vouches for the theological orthodoxy, spiritual maturity, personal integrity, discipleship, and ministry abilities of the endorsed minister. They will also be the primary agent for any issues or concerns with the minister and take responsibility for any response required. The EC is available for facilitating an appropriate course of action when help is requested.

RESPONSIBILITY

Along with keeping their own membership in good standing, an EC will aid their endorsed ministers and ministries to keep up their membership. They will maintain fellowship with each of their endorsed ministers or ministries on a regular basis. The EC should take care to shepherd any applicable transition for those impacted in the event of discontinuing endorsement. The EC should be diligent to ensure qualifications continue to be met. At a minimum, an annual report should be received from endorsed ministers or ministries (Section 6.1.3).

Licensing and Ordination

LICENSING

Licensing is the primary method of joining the FCA and is the process whereby the local church endorses one who demonstrates the promise of effective ministry. Licensing is often used as an interim qualification that allows a minister to practice ministry under the supervision of the EC and its leadership, confirming the call of God to ordination.

The License to Minister may or may not carry with it the privilege of performing marriages, as per policy of the endorsing church or province.

ORDINATION

Ordination occurs after one has already been licensed (except in the case of a transfer of ordination) and is the process whereby the local church affirms one who demonstrates an anointing and call of God to serve as a minister of the Gospel of Christ, who possesses the requisite gifts and abilities to carry out Christian ministry, and who is willing to be set apart to do so for an indefinite period of time.

A minister may qualify to be ordained by their EC after functioning as a licensed minister for 2 years.

REQUIREMENTS

License to Minister

1. Minimum 1 year Bible training or minimum 2 years of self-study

Ordination

1. Minimum 3 years of Bible training or minimum 5 years of self-study
2. Functioned as a licensed minister for at least 2 years
OR
Transferred ordination certification from another denomination

All new certificates need to be requested from the FCA office.

Marriage Privileges

TEMPORARY & PERMANENT

FCA applies for and maintains all clergy marriage registrations.

Temporary

Temporary registration is available for all ministers on an as-needed basis and for performing marriages in a province outside of their residence.

Permanent

Permanent registration is available for those ministers who hold pastoral charges in which they will have the need to perform multiple marriages annually.

PROVINCIAL VARIATIONS

Marriage registration is administrated provincially and requirements vary between provinces. A minister must be familiar and act accordingly with the *Provincial Marriage Act* and Provincial Requirements.

Permanent Registrations

Ontario requires ordination and a pastoral charge.

BC requires the minister to have a serving church to which their BC Marriage Registration Book will be issued.

LEGAL REQUIREMENTS

A minister must reside in the province in which they hold permanent registration. Marriage registration can only be held by one organization at a time. In order to maintain marriage privileges, FCA credentials must be renewed annually.

Administration Requirements

1. License to Minister Certificate OR Ordination Certificate must be on file
2. Membership in good standing with current contact information
3. At least 6 week processing time; 8 weeks for Ontario registrations



Commissioning

CHURCH COMMUNITY

Ministers are endorsed by a church community, not an individual. A commissioning service is an opportunity to publicly recognize individuals who have demonstrated spiritual giftedness and church leadership. Their calling and competencies have been confirmed and they become credentialed as pastoral leaders in church-related ministries. This is a celebration of an official relationship between the Minister and their EC.

COMMISSIONING SERVICE

The Commissioning Service should be administrated by the Endorsing Church and include the following:

- A pastoral address to the congregation
- A charge to the candidate
- A public response from the candidate
- Laying on of hands and prayer
- Congregational celebration

REQUEST A CERTIFICATE

The Endorsing Church should contact the FCA Office to request a License to Minister or Ordination Certificate. This request can be completed on the Affirmation Form and submitted at least two weeks before the scheduled Commissioning Service.

A copy of the signed License to Minister or Ordination Certificate must be sent to the FCA office. Copies may be submitted by email to office@fcaministers.com or by mail to the FCA Office.



Registering Your Ministry

Churches and Parachurch Organizations

WHY REGISTER

COLLABORATION

REGISTRATION

Registering your ministry with the FCA will bring a wide range of opportunities for ministers and ministries to be involved. When you register your ministry, your leadership will have access to valuable ministry resources and the ability to network with other leaders across Canada.

The potential collaboration between other FCA ministers and ministry organizations holds unlimited possibilities.

Collaboration between ministries in the FCA is foundational for the implementation of all three pillars of the vision of the FCA.

God has called us together for greater things. There is unlimited, untapped potential yet to be discovered from us connecting with each other. There is strength in unity and numbers. There are so many incredible organizations associated with our Fellowship and we are working to bring each of you together to discover what God would have us do collectively.

Requirements

1. Establish an intentional relationship between the leadership of both ministries.
2. Ensure the ministry meets qualifications by completing a thorough interview according to the interview framework and *Handbook*.
3. Establish a plan of action by which the endorsing relationship is maintained.

Documents

1. [Affirmation Form](#) submitted by EC
2. [Application Form](#) & Payment

Contact Information

ELDERS

Glenn Breitzkreuz
Elder

Gene Enns
Secretary Treasurer

Beverly Fawcett
Missions Chair

Greg Fraser
Elder

Trevor Hoskins
Executive Director

Duane Siemens
Elder

Bryan Swash
Chair

ADMINISTRATIVE TEAM

Trevor Hoskins
Executive Director
trevor@fcaministers.com

Autumn Sellen
Executive Administrator
autumn@fcaministers.com

Leslie Pamerter
Administrative Assistant
leslie@fcaministers.com

Gene Enns
Treasurer
finance@fcaministers.com

OFFICE

Mailing address:
11449-92nd Street
Grande Prairie, AB T8X 1P4

Toll Free: 1-866-201-8865
P: (403) 341-3408
F: (403) 347-4959
office@fcaministers.com

www.canada.fcaministers.com