



FELLOWSHIP OF CHRISTIAN ASSEMBLIES OF CANADA

ENDORISING MINISTER GUIDE

GUIDE INCLUDES:

Page 1 - What it Means to be an Endorser

Page 2 - Limitations to Two Minister Endorsement

Page 3 - Endorsing a New Minister

Page 4 - Licensing & Ordination

Page 5 - Commissioning

Page 6 - Registering a New Minister

Page 7 - Marriage Privileges

Page 8 - Contact Information

Connecting to Advance God's Kingdom

What it Means to be an Endorsing Minister

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.

Endorsement is the responsibility that Two eligible FCA ministers exercises with another FCA minister. Please read section 6.1 of the *Handbook* for a complete list of all aspects.

QUALIFICATIONS

Each endorser must:

- be a member in good standing for a minimum of 5 consecutive years.
 - be approved by their endorser(s) to become an endorsing minister.
 - partner with another qualified endorsing minister to create an endorsing team* (spouses cannot form an endorsing team).
 - ensure the legacy of caring for the endorseees and their relationship with the FCA.
 - meet Handbook requirements.
- *Endorsing ministers need not pair with the same endorsing minister for each person they endorse.

RESPONSIBILITY

The Two Endorsers commit to an ongoing relationship consisting of mutual encouragement, guidance, support, and accountability. The Endorsers vouch 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 Two Endorsers should be available for facilitating an appropriate course of action when help is requested.

Your commitment to this vital process is foundational to the identity of the Fellowship.

Limitations to Two Minister Endorsement

LICENSING & ORDINATION

The licensing and ordination of ministers shall remain as functions of the local church. **The two-minister endorsement model does not allow endorsing ministers to license or ordain.**

Whereas licensing and ordination are one-time events recognized by the local church after prayer evaluation, **endorsement is an ongoing affirmation** of the minister indicating they continue to function as a qualified biblical minister of the gospel.

ENDORSEMENT BY 2EM RESTRICTIONS

The Handbook qualifications for a new minister to be endorsed into the FCA must be met along with the specific requirement listed below:

- Only ordained ministers (not licensed) can be endorsed using this model.
- Only ministers not ministries (churches, para-churches) can be endorsed using this model.
- Ministers cannot be endorsed by a minister they endorse.

LIMITATIONS TO ENDORSEMENT

- Spouses cannot endorse each other, nor can spouses form an endorsing team.
- An individual endorser may endorse up to five (5) ministers* not including their local staff.
- A married couple, where both spouses are endorsed, count as one minister.
- Lead pastors are to be endorsed outside of the church they serve in.

*Please submit an *Endorsement Limit Exemption Form* to exceed the five (5) ministers endorsement limit.

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Endorsing a New Minister

RELATIONSHIP

Initial

This relationship may be organic or developed from the need for endorsement.

Ongoing

This relationship is intended to be an ongoing mutual relationship between the Two Endorsers and the endorsed minister where mutual encouragement, guidance, support, and accountability are present.

ACCOUNTABILITY

Due Diligence

As a gatekeeper of the FCA, the Two Endorsers are responsible to check references, interview, and communicate FCA core values. They vouch for the theological orthodoxy, spiritual maturity, and personal integrity of their endorsed minister.

Ongoing

The Two Endorsers are the primary agents beyond the endorsed minister for any issues that may arise. They ensure that qualifications are met at the time of endorsement and continue to be met annually at renewal.

REGISTRATION

Endorsement

1. Current FCA ministers that change endorsers
2. Transfer of credentials from previous organization

Documents

1. Affirmation Form
2. Biblical Studies Documents
3. Copy of signed Ordination Certificate
4. Application Form & Payment

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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

The Two Endorsing Minister Model cannot License or Ordain Ministers.

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Commissioning a Minister

CHURCH COMMUNITY

The Two Endorsing Minister Model cannot License or Ordain Ministers. Ministers must already be Ordained before they can be endorsed by individuals.

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.

COMMISSIONING SERVICE

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

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

REQUEST A CERTIFICATE

Only Endorsing Churches can 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 a New Minister

AFFIRMATION FORM

Both Endorsing Ministers must complete an Affirmation Form for each minister they endorse. This form confirms their individual commitment to be in relationship with them, as well as their due diligence by way of interview and checking references.

Supporting Documents Required

- Proof of Biblical Studies (or letter of self-study)
- Copy of Ordination Certificate (if transferring)

APPLICATION FORM

The Application Form is submitted by the new minister and provides our office information to set up their membership account. The application confirms their commitment to ministry and the upholding of the *Statement of Common Beliefs*, *Statement of Ethics* and adherence to the *Handbook*.

Membership fees are pro-rated based on registration date, and must be paid by credit card, e-transfer to finance@fcaministers.com, or by cheque mailed to the FCA Office.

COPY OF CERTIFICATE

A copy of the ministers ordination certificate must be kept on file with the FCA office. Since the Two Minister Endorsement model does not have authority to issue licenses or ordinations, the minister must already be ordained prior to being endorsed by this method.

Registration of a new minister is only complete once all requirements are met and payment is received. A registration that is incomplete after two months will be abandoned.

Your commitment to this vital process is foundational to the identity of the Fellowship.



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 through 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

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Contact Information

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