

# INFORMATIVE GUIDE FOR THE LICENSING OF MISSIONARIES

## CANDIDATE / ASPIRANT or ASPIRING MISSIONARY

She must be subject to the direct supervision of the Pastor, Church Mother, or the Pastor's Designate. She must be dedicated to her Local Church, District, and Jurisdiction. She must demonstrate interest and concern about the ministry in prayer and be able to deliver a word or thought from the Lord. She should also be concerned about soul winning and have a sense of the inner call to the service of God.

It is recommended that she has a minimum of (2) years of pastoral observation before being recommended by her pastor to the Missionary Training Program.

She should display a pattern of good works, being loyal and obedient to her Pastor, Church Mother, and those in leadership. She must adhere to the doctrine and teachings of the church as it relates to proper dress code (no revealing under or outer garments; excessive jewelry; etc.) It is recommended that she not wear anything which misrepresents the lifestyle of holiness or distracts from delivering the Word of God.

It is also recommended that she accompany the local President of the various Outreach Ministries, deemed by the Pastor (hospital visits; nursing home visits; food drives; shelters; jail/prison ministry) community activities, etc.), to gain hands-on experience in the ministry.

After a minimum of (2) years of observation and completion of her Deaconess Missionary study and training, the Pastor should submit a letter of recommendation to the Jurisdiction Supervisor, who will give him further directives regarding the licensing process. **Upon completion of the written and oral test, a Deaconess License will be issued. Missionaries with children nine (9) years old and younger are not eligible for Evangelist Missionary License.**

## DEACONESS MISSIONARY

The Deaconess Missionary is a licensed female who should have served as an Aspirant/Candidate completing a minimal of (2) years of pastoral observation; follow the mandates of the International Department of Women Licensing regarding training; and then after observation, recommendation and testing- receive her Deaconess Missionary License.

**A Licensed Missionary whose children are nine (9) years old and under are in this category.**

Her ministry work and involvement are primarily within her local church. However, with the permission of her pastor, her ministry may be extended beyond the local church. If so, it is recommended that the pastor assign a senior missionary to accompany her. Her ministry may include various outreach ministries, deemed by the pastor such as hospital visits; nursing home visits; food drives; visiting shelters; street ministry; jail/prison, and community activities, etc.

She must study the Word of God; seek training through the Church of God in Christ Jurisdictional Workshops and Seminars; Bible study and Colleges. These recommendations may come from the Pastor, District Missionary or Jurisdictional Supervisor. This will equip her for effective ministry. The Deaconess Missionary is a needed asset to the ministry of her local church and to the Pastor. After, at least (2) years of dedicated service and pastoral observation, she may be recommended by the Pastor for elevation as an Evangelist Missionary. The role of a Deaconess Missionary is not to be confused with the role of a Deaconess Sister of the local church, who assists, with the ordinances of the church.

## EVANGELIST MISSIONARY

The Jurisdictional Evangelist Missionary is a licensed female who should have served as an Aspirant/Candidate and then Deaconess Missionary. She should have completed a minimum of (2) years of pastoral observation; follow the mandates of the International Department of Women Licensing regarding training; and then after observation, recommendation, and testing, receive her Evangelist Missionary License. She should be one who affirms and acknowledges that God has called her to expound the gospel message of Jesus Christ with a quest and passion for soul winning.

Her ministry should extend into the District and Jurisdiction. However, she must have the endorsement of her Pastor and Jurisdictional Supervisor. She must be available to travel and conduct revivals whenever and wherever called upon. She is expected to help build the ministry in the Local Church, District and Jurisdiction. She must be obedient, loyal, dedicated, and supportive of her local church, having the recommendation of her Pastor. She should also be loyal to her Jurisdictional Bishop, Supervisor, and District Missionary. She should support spiritually and financially any Department of Women and general Jurisdictional Programs.

She must be available to do ministry at all levels, which includes out of state, as endorsed by her leaders. She must adhere to the teaching of Holiness in every way.

**A Licensed Missionary whose children are nine (9) years old and under are not able to proceed to Evangelist level until after her youngest child is at least 10 years of age. The Evangelist Missionary license does not qualify her, within itself, to be a National Evangelist nor should she refer to herself as one.**

Step 1	Obtain the Jurisdictional and National Licensing Application from your District Missionary or the Jurisdictional Secretary's Office. Make sure the candidate has completed background check and sexual misconduct training in the COGICARC system. ( <a href="http://www.cogicarc.com">www.cogicarc.com</a> ) If the candidate has issues logging in or in need of creating an ARC account, please contact the Jurisdictional Secretary's Office at 337-602-9200.
Step 2	Have the candidate to complete the Jurisdictional and National Licensing Application and return to Pastor. Please have candidate to use the following information on National application:  Name of Jurisdiction: <u>Historical Louisiana First Jurisdiction</u> Bishop's Name: <u>James W. Proctor</u> Email: <u>lafirstprelate@gmail.com</u> Jurisdictional Headquarters address: <u>P.O. Box 394, Crowley, LA 70527</u> Jurisdictional Contact Information: <u>(337) 602-9200</u> Supervisor's Name: <u>Ruby Terry</u> Email: <u>lafirstdow@gmail.com</u> Dept. of Women Headquarters: <u>P.O. Box 394, Crowley, LA 70527</u>
Step 3	Pastor will prepare a formal Letter of Recommendation including ministry information concerning the candidate.

Step 4	<p>Complete the Certificate of Recommendation. Place your Pastoral signature on the <u>Jurisdictional Application</u> and the Certificate of Recommendation.</p> <p>Meet with the District Missionary and submit the completed Jurisdictional and National Application to her. At that time, the District Missionary should place her signature of acknowledgement on the certificate of recommendation. In addition, the District Missionary should receive the copies of the following required documents if applicable:</p> <ol style="list-style-type: none"> <li>1) C.H. Mason Bible College Certificate</li> <li>2) Standardized Ordination Curriculum Certificate</li> <li>3) Jurisdictional School of Licensing Certificate</li> <li>4) ARC System Sexual Misconduct Certificate</li> <li>5) Pastoral Letter of Recommendation</li> <li>6) Any additional documents (as relates to transfers)</li> </ol>
Step 5	<p><b><u>The District Missionary</u> will issue a Study Guide to the candidate and inform the Pastor when it is given. <u>The District Missionary</u> will submit the candidate's application packet to the Office of the Jurisdictional Supervisor of Women via the Licensing and Credential Secretary during the Jurisdictional Planning Session in the month of December.</b> The Licensing and Credential Secretary will have 7 days to submit copies of the application packets to the Chair and Vice Chair of the Examination Board, the Office of the Bishop and Jurisdictional Secretary.</p>
Step 6	<p>The Licensing and Credential Secretary will contact the candidate within 1 week of receipt of the applications via email or letter. <b>This communication will give details as it relates to the <u>oral and written examination</u> which will take place during the Leadership Conference in the month of January.</b> A copy of this communication will be documented in the Office of the Supervisor, Bishop, and Jurisdictional Secretary.</p>
Step 7	<p>Candidates will report to the appropriate site at the designated time to complete the oral and written examination. Upon completion of the oral and written examination, the study guide materials should be presented back to the District Missionary.</p>
Step 8	<p>The Office of the Supervisor, Bishop, and Jurisdictional Secretary shall be informed of the Examination Board's determination within 1 week of completion. The Licensing and Credential Secretary will make contact with the candidate within 2 weeks of completion of the oral and written examination to notify of a passing score or unsatisfactory score. If passed, the candidate will receive information concerning preparations for the Licensing Ceremony. The Pastor and District Missionary will be notified of the determination of the Examination Board within 2 weeks of the completion of the oral and written examination.</p>

Step 9	Candidates will report to the appropriate site at the designated time to be presented before the Jurisdictional Supervisor, Jurisdictional Bishop and the congregation for the Licensing Ceremony during the Leaders and Workers Meeting in the month of March.
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