

LICENSING & ORDINATION PATHWAYS

STAGE ONE: LICENSING OF OFFICIAL WORKERS

1. Church or Agency applies in writing to the National Director for licensing of the person in ministry (Pastor, Youth Worker, Children's worker, etc).
2. National Director sends Official Workers Licence Application form to the applicant.
3. Candidate returns completed forms to the National Director.
4. Application is forwarded by the National Director to the Licensing and Ordination Chairman with any relevant comments.
5. Licensing and Ordination committee reviews the application and determines either:
 - a. The application be accepted - the L&O committee proceeds to step 6
 - b. The application be declined - the reasons will be explained in writing to the church and the applicant with suggestions for future possibilities
6. Licensing and Ordination committee sends *Oral Questionnaire for Licenced Workers & The Doctrinal Statement of the Alliance* to the applicant for study. Mentoring is offered to the applicant.
7. Applicant meets with the Licensing and Ordination committee for an oral interview.
8. Licensing and Ordination committee recommends either:
 - a. The applicant be licensed.
 - i. L&O advises applicant, National Director and Church/Agency leadership
 - ii. Application paperwork returned to National Office for filing
 - b. The applicant be asked to do further study.
 - i. L&O advises applicant, National Director and Church/Agency leadership
 - ii. Applicant would then return to Step 7 after required studies are completed
 - c. The applicant be declined a licence.
 - i. L&O advises applicant, National Director and Church/Agency leadership
 - ii. Application paperwork returned to National Office for filing
9. National Director acts on Licensing and Ordination committee recommendations
 - a. In the case of 8.a. (Recommend Licensing) - the National Director will write to the applicant (with a copy to the Church/Agency) advising that their Official Workers License has been granted and that an Official Workers ID Card will be sent in December of that year* A copy of this letter will be sent to the Church leadership. * OW cards are printed and issued in December for the following 2 year period.
 - b. In the case of 8.c. (Decline Licensing) – the National Director will liaise with the Licensing and Ordination committee, the Applicant, and the Church/Agency, regarding possible resolution.

STAGE TWO: ORDINATION

Official Workers serving in Pastoral Roles will be considered for ordination after two years of practical ministry experience.

1. Church or Agency applies in writing to the National Director for Ordination of their Pastor.
2. National Director forwards request to the Licensing and Ordination Chairman with any relevant comments.
3. Licensing and Ordination committee reviews the application and determines either:
 - a. The application be accepted - the L&O committee proceeds to step 4
 - b. The application be declined - the reasons will be explained in writing to the Church/Agency and the candidate with suggestions for future possibilities.
4. Licensing and Ordination committee meets with the leaders of the Church/Agency to discuss the suitability of the candidate.
5. Licensing and Ordination committee meets to discuss the character and qualifications of the candidate and suitability for ordination and determines either:
 - a. To proceed with the application - proceeds to step 6
 - b. To decline the application - the reasons will be explained in writing to the Church/Agency and the candidate with suggestions for future possibilities.
6. Licensing and Ordination committee sends *Oral Questionnaire for Ordination* to the applicant for study. Mentoring is offered to the candidate.
7. Candidate meets with the Licensing and Ordination committee for an oral interview.
8. Licensing and Ordination committee recommends either:
 - a. The candidate be licensed.
 - i. L&O advises candidate, National Director and Church/Agency leadership
 - ii. Application paperwork returned to National Office for filing
 - b. The candidate be asked to do further study.
 - i. L&O advises candidate, National Director and Church/Agency leadership
 - ii. Candidate would then return to Step 7 after required studies are completed
 - c. The candidate be declined ordination.
 - i. L&O advises candidate, National Director and Church/Agency leadership
 - ii. Application paperwork returned to National Office for filing
9. National Director acts on Licensing and Ordination committee recommendations
 - a. In the case of 8.a. (Recommend Ordination) - the National Director will write to the candidate (with a copy to the Church/Agency) advising that their Ordination has been approved. The National Director will liaise with the candidate, the Church/Agency, and the L&O committee to arrange a time to officially and publicly ordain the candidate.
 - b. In the case of 8.c. (Decline Ordination) – the National Director will liaise with the Licensing and Ordination committee, the Applicant, and the Church/Agency, regarding possible resolution.