

DEXCOM Standing Committee on Licensing & Ordination Terms of Reference

General Terms of Reference

The Standing Committee on Licensing & Ordination (**L&O Committee**) is a standing committee appointed by the District Executive Committee (DEXCOM), assisting and advising the District Superintendent (DS) or their designate as required by District Bylaws in carrying out licensing and ordination approval responsibilities.

Terms of Reference as a DEXCOM Standing Committee

As a standing committee established by DEXCOM, the Licensing & Ordination **L&O** Committee assists DEXCOM in fulfilling its general responsibilities as part of The Christian and Missionary Alliance in Canada (C&MA). Accordingly, the Committee should address matters specifically referred to it by DEXCOM, and take initiative to advise DEXCOM on matters it considers important for their consideration.

Terms of Reference as an Advisory Committee to the District Superintendent

Responsibilities

1. Licensing Interviews/Granting

Members of the Licensing and Ordination (L&O) Committee will be requested to participate in licensing interviews. These interviews occur at the District Office, by online medium **virtually**, or at a designated regional location. Following the interview, members of the L&O Committee **will** make their recommendation to the DS as to whether the candidate qualifies for licensing as an Official Worker in the C&MA according to the [C&MA Licensing Policy](#).

2. Ordination Assignment Grading

Members of the L&O Committee will be requested to assist with the marking of ordination assignments via the National Ministry Centre (NMC) ordination database or via an alternative method.



3. Ordination Interviews/Granting

Members of the Licensing and Ordination Committee (L&O) **Committee** will be requested to participate in ordination interviews. Following the interview, members of the committee will make their recommendation to the DS as to whether the candidate qualifies for ordination in the C&MA according to the [C&MA Ordination Policy](#).

4. Assistance with NMG **Denominational** Policy Development (as requested)

From time to time, the NMG National Ministry Centre may ask for input from the L&O Committee in helping to draft policy.

General Duties

1. Maintain minutes of all meetings and submit these **copies** to DEXCOM **as requested**. ,if requested, for its review.
2. Mark ordination assignments, as requested, in a timely fashion.
3. Meet no less than biannually in the performance of these duties.
4. Assist the DS or their designate in finding candidates for **the** L&O Committee membership that have the needed expertise and experience for **G**committee work.
5. If requested, be part of a special ordaining council for Indigenous pastors.

Committee Functioning

1. The DS or their designate will chair the L&O Committee. The Committee will select an acting secretary from its members.
2. If the DS or their designate is unavailable to chair a **G**committee meeting, any member of the District Lead Team may fill this role.
3. A minimum of two (2) interviewers will be present at a licensing interview.
4. A minimum of three (3) interviewers will be present at an ordination interview.
5. L&O Committee members shall be reimbursed for reasonable expenses incurred for Committee work (e.g. mileage).



6. The DS grants licensing and ordination, however, the L&O Committee provides a recommendation to the DS. This recommendation is derived by the interviewing panel via consensus, taking all licensing and ordination requirements into account.

Membership

The L&O Committee shall consist of no fewer than nine (9) and no more than fifteen (15) members, including the DS and **ordained members of the** District Lead Team. The composition of the Committee will take ethnicity and gender into consideration, seeking to establish the most effective committee possible.

Members of the L&O Committee are appointed **every three (3) years** by DEXCOM. ~~Appointments will be for a three (3) year term~~ **A member's term beginning begins the day of DEXCOM appointment.** ~~June 1st. A committee member may serve two (2) consecutive terms, voted on by DEXCOM,~~ before taking a mandatory one-year break.

Qualifications

It is expected that the members of the L&O Committee, as a group, will provide theological expertise through their training and experience. Some of the specific qualifications that each member should have are as follows:

1. Be a member of a C&MA church in good standing with the endorsement of their Lead Pastor or Board Chair.
2. Successful completion of the ordination track, including the final interview.
3. Be well versed in all aspects of theology, particularly as it intersects with C&MA theology.
4. Be familiar with the C&MA **Licensing Policy and Ordination Policy** ~~policies on licensing and ordination.~~
5. Be willing to offer their comments regarding a variety of decisions.

Adopted

April 2018

Amendments

October 2020

April 2022

April 2023

