

# **THE LOCAL “Licensed” MINISTER**

## **Understandings & Procedures**

See Manual 2017-2021 / Paragraphs 531-531.7



### **1. Understandings:**

- A local “licensed” minister is a lay member of the Church of the Nazarene whom the local church board has licensed to indicate that the person is entering into an approved course of study for ministry, under the local pastor’s direction and church board’s authorization.
- A Local License simply indicates that a person is enrolled in an approved course of study.
- A Local License does not authorize a person to perform the duties of a district licensed minister (such as The Lord’s Supper or solemnizing of vows in a wedding ceremony).
- Any member of the Church of the Nazarene who feels called of God to preach or to pursue lifetime ministry through the church may be licensed as a local minister for one year by the church board of a local church having an ordained minister as pastor, upon the pastor’s recommendation; or by the church board of a local church not having an ordained minister as pastor, if the granting of license is recommended by the pastor and approved by the district superintendent.
- A Local license cannot be renewed after two years without the written approval of the district superintendent if the local minister has not completed at least two courses in the required studies in a validated course of study.
- A local minister shall give a report at the annual church meeting.
- A Local “Licensed” Minister must be active in regular worship, serving in a specific area of ministry leadership, and faithful in the giving of a biblical tithe.

### **2. Procedures for Issuing a *First Local Minister’s License***

- A Local License application and interview guidelines are available through the Sacramento District Office.
  - The candidate completes the application and submits a copy to the pastor.
  - The pastor interviews and reviews the application of the candidate to determine clarity of calling. If married, it is recommended the spouse be included. If there is not a current senior/lead pastor, the church board serves as the primary interview and recommendation.
  - The local church board interviews and reviews the application of the candidate. The candidate is dismissed and the board discusses whether or not to issue the license.
  - IF granted, a local minister’s license/document may be ordered through Global Clergy Development ( <https://usacanadaregion.org/clergy-development/call-ministry/request-for-local-ministers-license> )
- A Local Minister’s License is valid for one year.
- The local church pastor sends a copy of the completed application to the district superintendent along with a copy of the local church board’s recommendation.

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- Complete the ***GMC Request for Verification of Credential History Form***, linked here: <https://forms.nazarene.org/published/general-secretary/credential-verification.html>

### **3. Procedures for *Renewal* of a Local Minister’s License:**

Follow the instructions for *Issuing a First Local Minister’s License*, but complete and print out a second year application and instructions.

- Upon completion of one full year as a licensed minister, completion of the required studies (minimum of 2 courses a year), the recommendation of the pastor, and favorable vote of the board, a local minister may be eligible for a second year renewal. Exceptions must be approved by the district superintendent.
- A copy of the completed interview guidelines is sent to the district superintendent along with a copy of the local church board’s written recommendation.