

Appendix A

Criteria For Becoming A National Office, National Representative or Representative

A **National Office** will normally meet the following criteria (exceptions to be specifically approved by the Council):

- Incorporated as a non profit organisation (or as close to that as is permitted by local laws) with a National Board made up of at least four members in addition to the National Director
- All board members and the executive staff in fellowship with a local body of believers
- National ministry strategy in line with FICMI's policies including sustainable financial plans
- Has a physical location and a system of resource distribution
- Executive staff's primary role (i.e. where they spend most of their time) is working for the National Office
- A holistic approach to developing relevant knowledge in all areas related to FICMI's teaching: e.g. medicine, counselling.
- No specific denominational bias, but a willingness to serve the whole Church
- Adequate prayer support, with guidance from the FICMI global prayer coordinator
- An annual, recommitment to FICMI's foundational documents (see appendices 2 and 3) confirmed to the FICMI Council
- A website and promotional plan

A **National Representative** shall normally be selected in accordance with the following criteria:

- The candidate will be proposed to the FICMI Council by a Member
- The candidate shall complete a thorough application process. This application process shall include a personal freedom appointment.
- A Member must be available and willing to undertake the intentional training and supervision of the candidate.
- The candidate shall sign a formal agreement with FICMI which will include a clear job description and expectations of the candidate including the objective of establishing a National Office within a specified period of time (exceptions to this policy, based on health, financial, governmental or other constraints, shall be allowed, pending Council approval on a case-by-case basis)

- The candidate must currently possess or clearly be capable of soon possessing the ability to relate well and confidently in Christ to church and business leaders.
- The Council must approve the candidate as a National Representative.
- Once approved by the Council, the National Representative may start to function with the objective of establishing an organisation that fulfils the criteria for a National Office. This is the expected outcome, but exceptions to this policy shall be allowed, subject to Council approval.
- Discipline or Dismissal of a National Representative from that official position shall be instituted only after:
 1. Concern is expressed that a violation of the FICMI mission, purpose, Statement of Faith or Core Values has taken place and a recommendation is made by the Executive Director to the Council that an investigation take place. A vote by the Council is necessary to approve the investigation.
 2. A thorough investigation is made by a task force consisting of the Executive Director and two other Council members. The task force members shall be selected by the Executive Director and approved by consensus of the Council, and the task force must walk in the light with the National Representative about whom there is concern during the entire investigation.
 3. After the investigation is completed, a proposal for dismissal (or any other disciplinary measure) is made to the Council with a vote needed in order to pass the proposal.
 4. The dismissal or other disciplinary measure, including a complete explanation of the measures of investigation used and reason for the dismissal/discipline is communicated to the National Representative, both personally and by official letter from the Executive Director. A copy of that letter is sent to all Council members.

In order for a National Representative to become National Director of a National Office, the following will normally be true (this section presupposes that a functioning National Board is not yet in place and that there is therefore no official means of hiring a National Director in place within that nation):

- The individual currently serving as a National Representative completes the application and interview process supervised by the Executive Director (who will be overseeing the training and development of the National Representative, though it may be delegated to a Member) and then be approved by vote of the FICMI Council. The interview will take place with the candidate's spouse (if married) in attendance as well and will be conducted by a team of at least two interviewers.

- Prior to approval by the FICMI Council, the National Director candidate must develop a comprehensive strategic plan (including prayer, based on the FICMI Global Prayer Strategy) and business plan for their national ministry. Those plans are to be approved by the Executive Director.
- The National Director candidate must be fully aware of all legal requirements for incorporation within his nation and be poised to meet those requirements pending approval from the FICMI Council. The National Director candidate shall have already begun the process of prayerfully selecting (with input from the Executive Director or supervising Member) at least four National Board members to immediately begin serving on that National Board upon candidate's approval by the FICMI Council. Once the National Director is approved by the Council and begins to operate under his National Board of Directors, the supervisory authority of the Executive Director in relation to the National Director shall cease.
- National Director candidate shall sign (and re-sign annually) FICMI's foundational documents (see appendices 2 and 3).
- Prior to approval, the FICMI Council shall decide whether the National Director candidate has sufficient time in order to develop a National Office with a national strategy.
- The National Director candidate shall be open to ministering to the entire body of Christ and have no doctrinal or denominational biases or connections that would hinder that broad base of ministry.
- The National Director candidate shall have been (prior to applying to open up a national office) instructed, to the Executive Director's satisfaction, in basic theology, psychology and medical issues in order to maintain a biblical, balanced, holistic approach to ministry. The candidate will be tutored in how to surround himself with godly leaders in these different disciplines in order to gain and communicate with wisdom.
- The National Director candidate shall have been (prior to applying to open up a national office) deemed (by the Executive Director) competent to relate to church and business leaders confidently in Christ.
- The National Director candidate shall have served as a National Representative (with active oversight by the Executive Director or duly appointed supervisor) for at least one calendar year prior to applying to open up a new office.

Representatives

The Council may appoint Representatives in countries where there is no National Office or National Representative, with approval by vote. A Representative is defined as someone who understands the message of Freedom In Christ Ministries, has received appropriate training and experience in this ministry, and who is happy to serve Freedom In Christ Ministries, but who has no desire or qualifications to become a National Representative or National Director (at least initially). Representatives do not necessarily need to be nationals, though that is preferred when at all possible. Representative candidates shall undergo a thorough application process as developed by the International Council. It shall be made clear to any Representative that should a National Office be opened or a National Representative be appointed in their country they will be expected to work under the authority of that National Office or National Representative. At that time the Representative will cease to be designated as such. If he or she desires to continue to serve FICM in that nation, he or she would serve instead as FICM staff or volunteer under the authority of the National Office or National Representative.

The criteria for selection and expectations of a new Representative are as follows:

- A new Representative will operate in a nation where there is currently no National Office or National Representative
- A new Representative must be approved by the International Council and operate under the supervision of the Executive Director or duly appointed supervisor until the time when the supervisor decides that is no longer necessary (a minimum of one year). At that time the role of the Executive Director or duly appointed supervisor will move from a supervisory one to a role of servant/friend (keeping in touch and remaining in prayer).
- There may be one or more Representatives appointed in a nation currently not having a National Office or National Representative
- A Representative can be employed as he/she desires (in ministry or secular work); there is no expectation that the Representative will be involved in FICM activities on a full-time basis.
- The Representative(s) will develop a system of FICM materials distribution in their country or be in active relationship with an already-existing materials distribution operation
- The Representative will be expected to develop a ministry plan (under the supervision of the Executive Director or duly appointed supervisor) in accordance with the time, energy and finances available to the Representative. There is no expectation that this plan be a national strategy. The Representative's ministry plan should minimally involve the teaching of the freedom message using FICM materials, and the training of others to take people through *The Steps to Freedom in Christ* (as well as an intentional plan of resource distribution).

- If the opportunity arises for a FICM staff person or International Council member to minister in that nation, there is the expectation that the Representative will be involved in helping oversee the promotion, implementation and follow-up from that event.
- Prior to presentation to the International Council for approval, the Representative candidate must complete an application, obtain references, and complete an interview (with spouse present if married) with a panel of at least two individuals authorized by the Executive Director.
- Representatives shall sign the FICMI Statement of Faith and FICMI Core Values documents annually.
- Removal of a Representative from that official position shall be only after:
 1. Concern is expressed by a Member regarding the Representative to the International Council with the recommendation for investigation approved by the International Council
 2. A thorough investigation is made by a task force consisting of the Executive Director and at least one other individual. Task force members need to be approved by the International Council and must walk in the light with the Representative as the investigation proceeds.
 3. A proposal is sent to the Council for dismissal with a two-thirds majority vote of Council Members needed to pass the dismissal.
 4. The dismissal notice is communicated to the Representative both personally and by official letter from the Executive Director.

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