



**International Fellowship of Christian Assemblies**

## **CONSTITUTION AND BY LAWS**

As voted on August 9, 2013  
and  
As amended on November 12, 2015

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**GENERAL COUNCIL  
International Fellowship of Christian Assemblies**

**CONSTITUTION AND BY LAWS**

**PREAMBLE**

**WHEREAS**, In the providence of God, scattered instances of the Spirit's anointing upon Italian evangelicals were followed by a special outpouring of the Spirit's power upon an Italian congregation, in the city of Chicago, in the year 1907; and

**WHEREAS**, Spirit-baptized believers were motivated to evangelize other Italian communities, such that Full Gospel churches were established in various American cities and overseas, in Italy, Brazil and Argentina; and

**WHEREAS**, The evangelistic fervor and missionary dynamic of the early pioneers continued and had full fruition in a Movement which now embraces peoples of diverse ethnic backgrounds; and

**WHEREAS**, It is the manifest purpose of God to call unto himself a people who being saved by His grace, shall constitute the Church of Jesus Christ, and;

**WHEREAS**, It is the solemn prerogative of the members of said Church to assemble themselves together for the purpose of worship and Christian fellowship; and

**WHEREAS**, We, an assembly of ministers and of lay members of like precious faith, partakers together of the heavenly vocation, have consented to become affiliated/associated one with another, in order to consolidate our efforts and achieve our common purpose in the Gospel; therefore be it;

**RESOLVED**, That we formally declare ourselves to be a representative Fellowship of saved and Spirit-baptized believers (Acts 2:4), comprising various local assemblies of like holy faith; said Fellowship to be designated: International Fellowship of Christian Assemblies, whose stated purpose shall be:

1. To foster and maintain spiritual unity within the body of Christ and in keeping with the Lord's mandate to His church,
2. To earnestly cooperate in propagating the Gospel of Jesus Christ to all mankind, ministering to the nations in the efficacy and power of the Holy Spirit.

## **CONSTITUTION**

### **ARTICLE I – Name and Purpose**

The name and title by which this Council shall be known is: General Council, International Fellowship of Christian Assemblies; also hereinafter referred to as International Fellowship of Christian Assemblies or IFCA. The General Council has also caused the following names to be registered: Christian Church of North America and Missionary Society. On November 2, 1958, the IFCA was accepted and approved by the Internal Revenue Service, as organized exclusively for charitable, religious, and educational purposes within the meaning of Section 501 ( c ) 3 of the Internal Revenue Code which was up-dated in 1986 (or the corresponding provision of any future United States Revenue Law) including, but not limited to, for such purposes, the establishing and maintaining of religious worship, the building of churches, parsonages, schools, chapels, radio stations, television stations, rescue missions, print shops, daycare centers, camps, schools, institutions and university or other higher educational facilities; the evangelizing of the unsaved by the proclaiming of the Gospel of the Lord Jesus Christ; the educating of believers in a manner consistent with the requirements of Holy Scripture, both in Sunday and weekday schools of Christian education and the maintaining of missionary activities in the United States and foreign countries.

### **ARTICLE II Prerogatives**

It shall be the prerogative of this General Council:

- A. To promote the preaching of the Gospel of Jesus Christ, with a deepening awareness of its solemn responsibilities.
  - 1. To disseminate the Truth to all peoples, irrespective of race or social status.
  - 2. To faithfully evangelize all areas at home.
  - 3. To institute and support missionary activity on the foreign fields.
- B. To establish and maintain such departments as its objective may require.
- C. To specify a definite course of action relative to certain doctrines, methods, practices and modes of conduct, in keeping with, and in deference to, the clear teachings of Scripture.
- D. To purchase, or acquire by fit, bequest, or otherwise, either directly or as trustee, and to own, hold in trust, use, sell, convey, mortgage, lease or otherwise dispose of any property, real or chattel, as may be deemed necessary for the furtherance of its work, all in accordance with its Constitution and By-Laws, or as the same may hereafter be modified or amended.

## Mission Statement

International Fellowship of Christian Assemblies exists to proclaim the Gospel in love and truth to all persons, leading them into an intimate relationship with the Lord Jesus Christ.

Strategy: In fulfillment of the 4-fold Mission of the Church, we are committed to a three-fold strategy:

1. **WORSHIP** - To exalt the one and only true God of The Bible, provide an environment of worship among believers in our churches and facilitate fellowship with other believers of like-precious faith;
2. **DISCIPLESHIP** - To mentor all believers and effectively train and equip the ministerial body.
3. **EVANGELISM** - To impact the world by reaching unbelievers with the saving knowledge of Jesus Christ.

### Core Values:

1. Authority of Scriptures
2. Commitment to Prayer
3. Proclamation of the Gospel
4. Fulfillment of Great Commission
5. Evangelistic Vision-Casting
6. Proper Exercise of Spiritual Gifts
7. Operate with humility, integrity and accountability

## VISION STATEMENT

### 1. **We are committed to the Lord .. IN WORSHIP**

We commit ourselves to anointed worship; to glorify God in spirit and in truth, unashamed of our expressive love and the Gospel of Jesus Christ. We commit ourselves to be a people who live in, and for, the glory of God. In our endeavor to enable every believer to become a true worshiper, we will seek the Lord to provide anointed, gifted worship leaders, who will lead our congregations in authentically expressed, spiritually alive worship to the Lord.

### 2. **We are committed to the Lord .. IN DISCIPLESHIP**

a) We commit ourselves to personal spiritual growth and discipleship believing it is God's will for every believer to mature in Christ-like character. Understanding that spiritual formation brings glory to our Creator and Savior, and validates our witness to the world, we will endeavor to utilize every effective and legitimate means to spiritually develop believers in our churches and to develop the next generations for service.

b) We commit ourselves to training and equipping. We will diligently train new leaders called by the Lord. We will encourage and enable pastors, teachers, evangelists, missionaries and lay leaders to reach their full potential in ministry. We pledge that our national and district offices, as well as our training institutions, will be vital and indispensable ministry resource centers. Excellent training and meaningful resources materials will be provided for our church leaders to enable them to effectively equip God's people for service.

**3. We are committed to the Lord .. IN EVANGELISM**

a) We are committed to a renewed passion for evangelism. We are seeking God to birth in us new compassion for those who are spiritually perishing without Christ. We desire every member and every ministry of this Fellowship to be compelled to evangelism by the lost condition of humanity. Understanding that the lost, numbed by the immorality, materialism and rampant decay of our society, are marching blindly to everlasting death, we will reach out to these spiritually oppressed and wounded with the truth of the saving Gospel message. We will use every effective and biblical outreach method the Holy Spirit gives us to bring the Gospel message to the people for their salvation and transformation through the love and lordship of Jesus Christ.

b) We are committed to compassion ministries. We will touch the poor and suffering with the compassion of Jesus Christ and will demonstrate his love in practical ways providing food, clothing, shelter and medical care. Through our churches and missions programs, we will minister to total human need, in both the spiritual and physical dimensions. We will proclaim God's unconditional love, his provision of forgiveness and his pathway through Christ of acceptance to all, rich and poor alike, who are broken by sin, urging them to receive and follow Christ.

c) On the domestic front, we are committed to establishing new Spirit-birthed churches throughout this country. We will ask the Lord to provide God-called pastors for these churches. We will help these new churches as they grow into effective, powerful, light-bearing communities of faith, which pierce through the darkness of evil to reach their cultures.

d) Internationally, we are committed to unrelenting passion to the great cause of worldwide missions. In this cause, we pledge ourselves anew to extend the bonds of partnership with fraternal fellowships around the world. We will recall that the Lord of the harvest clearly spoke to the hearts of our founding fathers that our church is called to be of one mind in the task of world missions. We believe God, that in the grip of the Spirit's conviction, every church and every member will support his cause in prayer and with sacrificial gifts. Most importantly, we pledge the greatest of all investments; men and women, who will take their places in the vast, unreached fields of end-time harvest.



## **ARTICLE III - Articles of Faith**

### **Articles of Faith (Our beliefs about God and His Works)**

#### **1. The Bible**

We believe that the Holy Scriptures of the Old and New Testaments to be the verbally and plenary inspired Word of God. We accept the original autographs as God-breathed, inerrant, infallible and complete, and therefore hold the sixty-six books of the Bible as the complete and divine revelation of God to man and the final authority for faith and life. The Scriptures are to be interpreted according to their normal grammatical-historical meaning. (II Timothy 3:16-17; II Peter 1:20-21; Matthew 4:4)

#### **2. The Nature of God**

We believe that there is only one true, eternal and living God (Deuteronomy 6:4; Isaiah 44:6,8; 45:6) who is a Spirit (John 4:24), creator of all things (Revelation 4:11), sovereign (Isaiah 46:9,10), holy (Revelation 4:8b), omnipotent (Psalm 115:3), omniscient (Psalm 147:5), omnipresent (Psalm 139:7-17), immutable (Hebrews 13:8), immense (Jeremiah 23:24), immanent (Psalm 23:4a), and transcendent (Job 9:10), who is co-existent, co-equal and co-eternal in three distinct Persons, Father, Son and Holy Spirit (John 14:26; Mark 1:10,11; John 1:1,14; Acts 5:3,4; Matthew 28:19).

#### **3. The Lord Jesus Christ**

We believe that Jesus Christ is the Son of God, deity that pre-existed His incarnation (John 8:58; Philippians 2:6-11), the Word made flesh who assumed humanity through the Virgin Birth (Luke 1:27-35), so that while on the earth was fully human and fully God, two natures in one Person, divine and human (John 1:14). He is therefore the only Savior, who in reality suffered death on the cross, not only for the primitive transgression ("original sin"), but also for the actual sins of man (Isaiah 53:4-6, II Corinthians 5:21). We also believe in his sinless life (Hebrews 4:15), his miracles (John 11:47), his resurrection (Luke 24:46), his ascension (Acts 1:11), and his future second coming in power and great glory (Luke 21:27).

#### **4. The Demonic Realm**

We believe in the reality of the Devil and demonic spirits who oppose the work and people of God (Isaiah 14:12; I Peter 5:8; Luke 4:2; 8:12). Christ conquered them through Calvary (I John 3:8; Ephesians 1:20,21; 6:11-12; Colossians 2:14,15; James 4:7), and they will ultimately suffer the punishment of eternal torment in the Lake of Fire with the unsaved who are condemned at the Great White Throne judgement (Matthew 25:41; Revelation 20:11-15).

#### **5. Sin**

We believe that man was created in the image and likeness of God (Genesis 1:26,27) but that in Adam's sin, the human race fell, inherited a sinful nature, and became alienated from God (Romans 3:22, 23; 5:12; 6:23; Ephesians 2:1-3; 4:17-19). Of himself, man is totally and utterly unable to remedy his lost condition. Forgiveness of sin is only achieved through repentance and from in the shed blood of the resurrected Christ (I Corinthians 15:22; I John 2:2; Romans 3:24-26, 5:9; II Peter 3:9).

## **6. Salvation**

We believe that regeneration, or the “new birth” is received through faith in Jesus Christ alone, who was delivered up for our trespasses and was raised for our justification (I Timothy 2:5,6; Romans 3:23-25; 4:25; II Corinthians 5:17). They who are “in Christ” are those redeemed sinners who by means of Christ’s blood have been made “new creatures.” They had been condemned, but in Christ have been justified, are being sanctified, and will ultimately be glorified. (Romans 5:16-18; 8:30; I Corinthians 1:30; 6:11; II Corinthians 5:17).

## **7. The Church**

a) We believe that the Church is the universal “body” and “espoused bride” of Christ, which is solely made up of supernaturally born-again persons throughout the Church Age, of which Christ is the Head, (Romans 12:5; I Corinthians 12:13; John 3:3-7, 29; I Peter 1:23; Ephesians 5:23).

b) We believe that the primary 4-fold mission of the Church is to glorify God (Romans 15:6), edify and disciple believers (Ephesians 4:11,12), evangelize the world (Luke 24:47), and to be an enlightenment and restraining force in the world (Matthew 5:13, 14).

c) We believe that Jesus Christ left two ordinances for the Church: water baptism and the Lord’s Supper (Communion). We believe in water baptism by single immersion, in the name of the Father, Son and Holy Spirit, as an outward symbol of the inward work of regeneration accomplished by God in the life of the believer who has placed his/her faith in Jesus Christ as Lord and Savior (Matthew 28:19; Romans 6:3,4). We believe in the ordinance of the Lord’s Supper which Jesus commanded his disciples to observe by partaking of the emblems of bread and wine in remembrance of His sacrificial death (Luke 22:19, 20; I Corinthians 11:23-26).

d) We believe that the establishment and continuance of local churches is mandated in New Testament Scriptures (Matthew 28:19, 20; Acts 11:19-26; 16:5; Titus 1:5).

## **8. The Baptism with the Holy Spirit**

We believe in the baptism with the Holy Spirit as an experience received subsequent to salvation (John 14:17), with tongues as the initial physical evidence of having received the gift (Acts 2:4; 10:45-46; 11:15-17; 19:6). Jesus Christ is the baptizer (Matthew 3:11) and all believers within the Church Age are eligible to receive this baptism for the purpose of empowerment, witnessing and ministering (Acts 1:8; 2:39).

## **9. The Gifts of the Holy Spirit**

We believe that all of the gifts of the Holy Spirit enumerated in the New Testament were intended by God to endure throughout the Church Age (I Corinthians 1:7; 12:28). These include the gifts of revelation (word of wisdom), word of knowledge, (discerning of spirits), gifts of power (faith, healing, miracles), and gifts of utterance (prophecy, tongues, interpretation of tongues), (I Corinthians 12:8-10). The purpose of the gifts is for the exhortation, edification and comfort of the Church (I Corinthians 14:26).

## **10. Divine Healing**

We believe in divine healing. God has revealed Himself in Scripture as the healer and He has not changed (Exodus 15:26; Psalm 103:3; Malachi 3:6; Hebrews 13:8). During the Church Age, healing is provided by Christ in the Atonement and is one of the signs that follows believers (Isaiah 53:4,5; Matthew 8:17; Mark 16:18). God may heal directly, in answer to unction and prayer by the elders of the church, or through spiritual gifts of healing (I Corinthians 12:9, 28; James 5:14-16).

**11. The Second Coming of Jesus Christ and Final Events**

We believe in the personal, premillennial, Second Coming of Jesus Christ to raise the dead in Christ and rapture His Church (first resurrection), bind Satan, purge the earth and establish His earthly Messianic Kingdom, as was promised in the “Davidic Covenant” to the nation of Israel, and in the “Blessed Hope” to the Church (Psalm 89:3,4; Daniel 2:44, 45; Zechariah 14: I Thessalonians 1:10; 4:13-18; Titus 2:13; Revelation 19:11-16; 20:1-6). After the Millennium, Satan will be loosed to deceive the nations. Afterwards, he, together with those of the second resurrection who will be judged before the Great White Throne, will be cast forever into the Lake of Fire. The glorified believers will reign with God in a new heaven and a new earth, in a new Jerusalem (Revelation 20: 7-15; 21:1-8).

**12. The Resurrection and Eternal State**

a) We believe that those who are born twice (“born again” die once, but those who are born once (unregenerated) die twice (partake in the “second death”). Therefore, we believe there shall be a bodily resurrection of all men, the saved to eternal life and the unsaved to judgment and everlasting punishment, (Daniel 12:2; Matthew 25:46; John 5:28, 29).

b) We believe that the dead in Christ are absent from the body and present with the Lord, awaiting the First Resurrection after which they, in their glorified bodies, will bypass the Great White Throne judgment and reign in bliss for ever with the Lord, (Luke 23:43; II Corinthians 5:6-8; Philipians 1:23; 3:21; I Thessalonians 4:16-17; Revelation 20:4-6; 22:3-5).

c) We believe the souls of unbelievers remain, after physical death, separated from God in conscious punishment and torment until the Second Resurrection, after which they will be judged before the Great White Throne and be sentenced to the eternal “second death” in the Lake of Fire, (Matthew 25:41-46; Mark 9:43-48; Luke 16:19-26; II Thessalonians 1:7-9; Jude 6,7; Revelation 29:6, 11-15).

**13. Core Practices (Our beliefs about us and our lifestyle requirements in obedience to God’s Word)**

**A. Holy Living**

1. We believe in the necessity of living a consistent Christian life marked by obedience to God’s Word, holiness, and evidencing godly spiritual fruit (Matthew 28:20; John 14:21; I Peter 1:15, 16; Hebrews 12:14; Galatians 5:22,23).

2. We believe in the necessity to abstain from a life-style which would bring reproach to the Lord, to include separation from all religious apostasy, idolatry, and the world’s sinful pleasures, practices and associations, as commanded by God, (Acts 15:28, 29; 16:4; 21:25; Romans 12:1,2; II Corinthians 6:14-17; II Timothy 3:1-5; I John 2:15-17; II John 9-11).

3. Regarding human sexuality we believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between one natural born man and one natural born woman. We believe that any form of homosexuality, lesbianism, bisexuality, bestiality, incest, fornication, adultery, transgenderism, transvestitism, prostitution and pornography are sinful perversions of God's gift of sex. . We believe that God wonderfully and immutably creates each person as male or female and that those two distinct, complementary genders together reflect the image and nature of God We believe that God disapproves of and forbids any attempt to alter one's gender by surgery or appearance. (Gen. 2:24; Gen. 19:5,13; Gen. 26:8-9; Lev. 18:1-30; Rom. 1: 26-29; 1 Cor. 5:1; 6:9; 1 Thess. 4:1-8; Heb. 13:4

#### **B. Marriage**

1. We believe in the institution of marriage as designed by God the Creator, to be a lifelong union between one natural born man and one natural born woman, and that God hates "putting away", (Genesis 2:18, 20-24; I Corinthians 5:1; Hebrews 13:4; Malachi 2:14-16; Matthew 19:1-6). We also believe that cohabitation or sexual intimacy outside of the marriage relationship is a form of fornication, (I Corinthians 6:9-11; I Thessalonians 4: 1-8).

2. We do not recognize and will not solemnize same-sex marriages or any marriages that are not between a natural born man and a natural born woman. We recognize that these marriages violate the divine ideal and the homosexual behavior is clearly and consistently condemned in Scripture as unnatural and immoral (Leviticus 18:1-30; Genesis 19:5, 13; Romans 1:26-32

#### **C. Sanctity of Human Life**

We believe that life is a gift from God and is precious. We believe Gods' Word teaches that life begins at conception, that the unborn child is a human being, and that God has allotted our life span according to this plan for each of us. Therefore, abortion and euthanasia are examples of constituting the unjustified taking human life. (II Samuel 19; Job 3:16; Psalm 31:15a; 51:5; 127:3; 139:14-16; Isaiah 44:24; 49:1-5; Jeremiah 1:5; 20:15-18; Matthew 10:29-31; Luke 1:44; Acts 17:25).

#### **D. Missions**

We believe that God has given the Church the Great Commission to proclaim the Gospel to all the world and to every creature so that there might be a great multitude from every nation, tribe, ethnic and language group who believe on the Lord Jesus Christ. As ambassadors of Christ, we must take the initiative to reach all peoples at home and abroad with the Gospel of Jesus Christ, (Matthew 28:19, 20; Mark 16:15; Luke 24:46-48; John 20:21; Acts 1:8; II Corinthians 5:20).

#### **E. Financial Stewardship**

We believe that every Christian is a steward of that portion on God's wealth entrusted to him and is obligated to financially support his local church and the Great Commission. We believe that God has established the tithe as a mode for supporting the local church, but that every Christian should also willingly give offerings cheerfully and sacrificially to support the spread of the Gospel and relief for those in need. We further hold that a contributor relinquishes all rights to direct the use of his tithe or offering once the gift has been made, (Genesis 14:20; Proverbs 3:9,10; Malachi 3:6, 8-10; Matthew 23:23; Acts 4:34-37; I Corinthians 16:2; II Corinthians 9:6, 7; Galatians 6: 6-10; Ephesians 4:28; I Timothy 5:17-18; I John 3:17).

**F. Authority of Statement of Faith**

The Statement of Faith does not exhaust the extent of our faith. The Bible itself is the sole and final source of all that we believe. We do believe, however, that the foregoing Statement of Faith accurately represents the teaching of the Bible and, therefore, is binding upon all members. All literature used in the church shall be in complete agreement with the Statement of Faith.

**ARTICLE IV - Membership**

Membership in the General Council, IFCA, shall be defined as follows:

A. All voting members (Credential holders and church delegates) need to adhere to all points of the IFCA Articles of Faith

B. The voting membership of the General Council shall consist of all members currently in possession of appropriate and active (or valid) ministerial credentials and who are appointed to ministry within the United States of America and its territories, who, by their steadfastness in the faith, uphold the principles and objectives of the General Council, IFCA. This includes US-Credentialed missionaries sent to foreign fields from the US.

C. Foreign based credential holders from churches and/or ministries based outside of the US and its territories shall be recognized as non-voting members.

D. Each local Assembly in the United States of America and its territories in receipt of a Certificate of Affiliation shall be constituted a bonafide member of the General Council. In consequence thereof-in addition to such members who otherwise qualify by virtue of their ministerial credentials-it is authorized to appoint two official delegates to represent it at any given business session of said Council.

E. A local assembly in the United States of America and its territories in receipt of a Certificate of Association shall be constituted an associated member of the General Council, authorized to appoint one official delegate to represent it at any given business session of said Council

F. Each local Assembly located in areas outside of the United States and its territories in receipt of a Certificate of Affiliation shall be constituted a bonafide non-voting member of the General Council. In consequence thereof, it is authorized to appoint two official non-voting delegates to represent it at any given business session of said Council.

G. Non-voting delegates from foreign affiliated churches shall enjoy the right and privilege of participation in discussing Convention issues, but shall not be permitted to cast ballots.

H. The rights of credential holders to vote, and US based churches to designate voting delegates may be suspended by the Executive Board in cases where the credential holder or church refuses or is determined to be grossly in arrears of their stewardship obligations or is not in compliance with and upholding the IFCA Constitution and By Laws as determined in IFCA policy.

## **ARTICLE V -Government**

The structural and functional format of this Fellowship shall include the following elements:

### **A. The General Council, as the Legislative Assembly:**

1. The Legislative Assembly shall consist of all eligible voting members seated at a National meeting of the General Council.
2. All official transactions, general business and other formal activities executed in the name of the General Council shall be regulated by the effective deliberations of said Council.
3. Decisions of the General Council shall not be overruled by any Board or Committee thereof, with the exception of disciplinary/appeal matters discussed in Article X, Section 6 and 7 of the By-Laws, where the Executive Board's decision is final.
4. Only those present shall be allowed to vote.

### **B. The Executive Board** comprised of .....

1. The General Overseer, who shall function as Corporate President.
2. The Missions Overseer
3. The Assistant General Overseer, who serves as the Director of FOCUS and shall also serve as corporate Vice President.
4. The District Overseers
5. The Secretary shall attend Executive meetings but will have no vote.

### **C. Various District Councils**, with their respective Presbyteries.

### **D. An International Board** comprised of:

1. The General Overseer, the Missions Overseer and one member from each of the five regionalized area boards (Latin America, Europe, Africa, Asia, Australia) as elected by those respective regionalized area boards.

## **ARTICLE VI - Meetings**

### **A. The Legislative Body - General Council**

1. There shall be a periodic meeting (with a minimum of once every two years) of the General Council, as part of a National Convention, at the time and place to be specified by the Executive Board.
  - a. Notice of Meetings: The Convention brochure with the Convention Schedule shall serve as the notice of the business meeting.
2. Special sessions of the General Council may be summoned by the Executive Board whenever extraordinary circumstances may warrant same.
  - a. Notice of Meeting: Notice of such meeting specifying the time, date, place and reason for meeting must be sent by regular or electronic mail not less than fourteen (14) days before the date of the meeting.

### **B. Executive Board Meetings**

1. Special sessions may be summoned when and if the General Overseer or two thirds of the Executive Board deem them necessary.

### **C. Sessions of the International Board**

Meetings of the International Board shall be set at a time and place to be specified by the discretion of the General Overseer in consultation with the Missions Overseer.

## **ARTICLE VII - Local Churches**

### **A. Classification**

Local churches participating in the affairs of the General Council, enjoying its fellowship and sharing its privileges and responsibilities, shall receive a Certificate of Affiliation or Association.

### **B. Privilege**

Each affiliated or associated church in this Fellowship shall be free to exercise its prerogative of autonomous determination. However, a church's violation of the constitution and by-laws of the IFCA may call for the re-evaluation of its relationship with the General Council.



### C. Problems

Whenever a church is unable to resolve a pressing problem, it shall follow the subsequent order for resolution:

1. First, the Pastor, or two thirds (2/3) vote of the ruling Board, shall contact the District Overseer for assistance, intervention and resolution.
2. Should the District Presbytery not be able to resolve the problem(s), the District Overseer shall summon the Director of FOCUS to resolve the issue(s).
3. If issue(s) have not been resolved by the Director of FOCUS, the General Overseer shall summon the Executive Board, which is the final authority for referral and/or appeal whose decisions are final and binding, to resolve the issue(s). These issues may be, but are not limited to internal or external conflicts related to local churches, districts, departments or credentials.

### D. Church Classifications Defined

1. An **affiliated** church is one which voluntarily places in its Constitution and By-Laws a statement to the effect:

a) "Although this assembly maintains its right to sovereignty under God, in the conduct of its internal affairs, it formally declares itself to be in affiliation with the General Council, International Fellowship of Christian Assemblies.

b) An Article of dissolution to wit: "In the event of dissolution, all outstanding debts and other liabilities having been satisfied, the remainder of assets (if any) shall inure to the General Council, International Fellowship of Christian Assemblies, to be distributed by the Executive Board of the General Council in projects which are compatible with the original purpose/s of this assembly.

2. An **associated** church is one which voluntarily places in its Constitution and By Laws articles or clauses to the effect:

a) "This assembly maintains its right to sovereignty, under God, in the conduct of its internal affairs, but willingly declares itself as being associated (or in association) with the General Council, International Fellowship of Christian Assemblies" and

b) "In the event of dissolution, all outstanding debts and other liabilities having been satisfied, the remainder of assets, if any, shall inure at the discretion of the then incumbent trustees to the General Council, International Fellowship of Christian Assemblies and to such other not-for-profit religious agencies as shall qualify under Section 501 C 3 of the Internal Revenue Code; provided such agencies are compatible with the doctrinal preference of this assembly.

c) As of the ratification of this Constitution and these By-Laws by the General Council of IFCA, all churches presently being an associated church will be "grandfathered".

d) All future churches associating with IFCA will be affiliated.

3. All affiliated and associated churches will have a Statement of Faith consistent with the IFCA Articles of Faith.



**E. Decertification of a Local Church**

1. If a serious violation of the Constitution and By-Laws of the IFCA by a local church jeopardize its relation with the IFCA, representation from the District Presbytery and from the National Office shall be present to attempt to resolve the existing problem. In the event the issue is irremediable, the certificate of affiliation or association shall be recalled.

2. Should a local church wish to terminate its affiliation/association with the General Council, IFCA, for any reason, representation from the District Presbytery and from the National Office shall be present to encourage the church to remain in the Fellowship. If the attempt at reconciliation is not successful, the certificate of affiliation or association shall be recalled.

**ARTICLE VIII - District Councils**

District Councils may be established throughout our Fellowship with the approval of the General Council. Each District shall adopt a Constitution & By-Laws that is consistent with those of the General Council.

**ARTICLE IX - Amendments**

Amendments to this Constitution may be made at any regular or special session of the General Council by a two thirds majority vote, provided that the voting constituency shall have had at least one month prior written notice.

All amendments should be presented to the Executive Board at least two months prior to the General Council.

## **BY LAWS**

### **ARTICLE I - Parliamentary Order**

A simple but efficient procedure will be observed in the deliberation of all General Council business.

### **ARTICLE II - Voting Membership**

**Section 1** All voting members (Credential holders and church delegates) need to adhere to all points of the IFCA Articles of Faith.

#### **Section 2**

The voting membership shall be comprised of all current US-based credential ministers and as many voting delegates to a particular session of the General Council as may be authorized to represent their respective churches; provided, however, that said churches are affiliated or associated with the General Council, that each Affiliated church in the United States of America and its territories be restricted to appoint not more than two delegates and each Associated church, in the United States of America and its territories, not more than one official delegate and that said delegate(s) (who may be local church members who do not have IFCA credentials) do not hold credentials with any other religious organization.

#### **Section 3**

Alternates appointed by the Churches will be admitted to all sessions, but will not be entitled to vote except when taking the place of absent delegates.

#### **Section 4**

Rights of Membership. Voting members shall have the right to vote on matters as defined and limited by this Constitution and these bylaws. This fellowship may benefit, serve, or assist persons who are not members, but may restrict the provision of certain benefits, services, and assistance to members. The right to vote and hold office in the corporation shall be limited to voting members of the corporation.

#### **Section 5**

Fees and Assessments: Each member must pay, within the time and on the conditions set by the Executive Board, the fees, and assessments in amounts to be fixed by the Board. Member should attend all business meeting. Those members who have timely paid the required fees and assessments, and who are not suspended shall be members in good standing.

## **ARTICLE III - Corporate Officers**

### **Section 1**

#### **General Overseer and other Officers**

The General Overseer of the General Council shall serve as the President of the Corporation and Assistant General Overseer as Vice President of the Corporation. The Secretary and the Missions Overseer shall also serve as Corporate Officers.

### **Section 2**

#### **Terms of Office**

Term of Corporate status for each officer shall be concurrent with their term of office.

### **Section 3**

#### **Liability**

No member of the International Fellowship of Christian Assemblies Executive Board shall be personally liable for any action or omission related to his responsibilities as such, unless he had breached or failed to perform the duties of his office as described in 42 Pa. C.S. 8363. This section shall apply retroactively to any action or omission occurring on or after June 1, 1989. The International Fellowship of Christian Assemblies may, by resolution adopted by a majority quorum of disinterested members of the Executive Board then in office (or if such a quorum is not obtainable, by written opinion of independent legal counsel indemnify any person who was or is a party to any threatened, pending or completed action, suit or proceeding. This shall apply in every action, whether civil, criminal or investigative, by reason of the fact that he or she is or was a representative of the International Fellowship of Christian Assemblies (IFCA) or is or was serving at the request of the IFCA as a representative for another organization or enterprise, against expenses (including attorney's fees), judgments, fines and amounts paid in settlement actually and reasonably incurred, unless such person's actions or omissions in connection with the matter giving rise to the claim for indemnification have been determined by a court to have constituted willful misconduct or recklessness. The International Fellowship of Christian Assemblies may so advance payments for such expenses to such persons prior to final disposition of such action, suit or proceeding. The International Fellowship of Christian Assemblies may maintain a reserve, or any purchase and maintain insurance for the purpose of indemnification on behalf of any or all personnel to the full extent permitted under Section 7747 of the Pennsylvania Non-Profit Corporation Law of 1982.

## **ARTICLE IV - Election of Officers**

**Section 1** All officers (elected or appointed) need to adhere to all points of the IFCA Articles of Faith and sign a statement to that effect.

### **Section 2**

#### **General Qualifications**

All officers must be Ordained Ministers (except the Treasurer), baptized with the Holy Spirit, men of mature experience, spiritually endowed and possessed of abilities suited for the office of which they may be elected. Their conduct and ministry shall be above reproach.

### **Section 3**

#### **Nomination and Elections**

A. General Overseer and Missions Overseer.

Each active District shall exercise the prerogative of submitting to the General Council not more than two names for any vacant office. Such candidates shall then be voted upon by secret ballot.

B. Nominees for the office of General Overseer shall currently be, or have formerly served as, members of either the Executive Board or one of the District Presbyteries.

C. Nominating Procedure: Candidates for any offices scheduled to be vacated at a Convention immediately next ensuing, shall be nominated by secret ballot by the several Districts. These said nominees shall be ratified by the Executive Board.

### **Section 4**

#### **Voting Procedure**

A. A voting member must be present to Vote.

B. Voting will be by secret ballot unless declared otherwise by general consent by all voters present.

C. Should the slate of nominees include more than two candidates, if no election has been declared in either the first or the second ballot, the two candidates having the highest number of votes in the second ballot shall further be voted upon.

D. Should the slate begin with or result in only two names, if no election be declared in either the first or second ballot, the candidate having the highest number of votes in the second ballot shall be further voted upon.

E. Only one ballot shall be cast when only one name appears on the slate. Should a candidate not receive the required number of votes, the office shall be filled by appointment of the Executive Board.

F. A two thirds majority vote of all votes cast in any given ballot shall be required to constitute an election.

**Section 5**

**Term of Office**

The term of office for all officers shall be for four years, except for the Assistant General Overseer, Secretary, and Treasurer who shall be appointed annually. To set the system in motion and to insure that their respective terms of the present terms of the General Overseer and the Director of Missions may be extended to 4 years as needed

**Section 6**

**Departments**

A. Various departments are to be established, as needed, by either the General Council or the Executive Board with General Council approval.

B. Each department shall be supervised by a Director who shall, in turn, appoint his respective committee members, subject to the approval of the Executive Board.

**Section 7**

**Vacancies**

Should a vacancy occur on the Executive Board through death, resignation or disqualification, the remaining members shall be authorized to fill the vacancy by appointment until the periodic convention, next ensuing.

**ARTICLE V - Duties of Officers**

**Section 1**

**The General Overseer**

1. He shall be the moderator (Chairman) of the Business Session of the General Council and President of the Corporation.
2. He shall head the General Office (National Headquarters) and supervise all the work thereof during the interim between sessions of the General Council.
3. He shall preside at all regular and special meetings of the Executive Board and be apprised of all communications directed to that body.
4. He shall devise and execute a position program for the development and progress of the General Council and annually present said program to the Executive Board for ratification.
5. He shall, in cooperation with the District Presbyters concerned, ordain to the ministry.
6. When aware that a problem exists in a church, he shall inform the respective District Overseer of such situations, so that the respective District Overseer can take the appropriate action.

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7. He shall, in conjunction with the Assistant General Overseer, administer discipline of credential holders as occasion may require.
8. He shall countersign all official documents
9. He shall submit a progress report annually to the General Council and at all regularly convened meetings of the Executive Board.
10. He shall call for a progress report of all department directors as an item of business on the agenda of all regularly convened Executive Board meetings, except where such reports may be waived by majority decision of the Executive Board.
11. He shall be considered an ex-officio member of all departments and all committees.
12. He shall perform any other function usual and customary to a presiding officer and as the General Council or the Executive Board may direct.
13. He shall have the oversight of the Benevolence Ministry of the General Council.
  - a) He shall provide assistance to retired ministers, ministers who are aged or ill, ministers who are in need, wives of deceased ministers and to those ministers who face unexpected crisis.
  - b) He shall direct the necessary campaigns to raise funds for this ministry and shall have oversight for the disbursement of said funds.
  - c) The District Overseers shall serve as an advisory committee to the General Overseer.

### **Section 2**

#### **Assistant General Overseer**

##### **A. Qualifications**

1. Ordained Minister – Is presently serving or has served on the Executive Board.
2. Term of Office - Appointed by General Overseer and ratified by a majority of the Executive Board. One year appointment can be reappointed and ratified annually.

##### **B. Duties as AGO**

1. The Assistant General Overseer shall serve as Director of FOCUS and shall serve as Corporate Vice President. In the absence of the Chairman, shall preside at all stated meetings of the Executive Board and of the General Council.
2. As an executive aide to the General Overseer and in keeping with his sacred mandate, the Assistant General Overseer shall provide spiritual direction to and diligently promote the welfare of the churches and general membership of our Fellowship.

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3. He shall, together with the District Presbyters involved, ordain to the ministry.
4. He shall assist the various assemblies with personal counsel and minister to their welfare as need may require.
5. He shall assist the General Overseer in administering discipline.
6. He shall perform any other functions consistent with his office, under the supervision of the General Overseer and as the General Council or the Executive Board may direct.

C. Director of Faith, Order, Credentials, Unity and Standards

1. As Director of Faith and Order

a) He shall safeguard the Word of God in accordance with the Articles of Faith.

b) Perform all those other duties incidental to, or inherent in the office of Director of FOCUS as may be further designated or stipulated by the General Council.

2. As Director of Credentials

a) He shall coordinate the activities of the various districts and the National Office relative to the issuance, re-evaluation or rescinding of credential and/or certificates of affiliation/association and shall supervise an annual review of all credential holders and member churches.

b) He shall supervise the revision and publication of the Church and Ministerial Directory.

c) He shall assist in arranging for the ordination and/or installation of qualified ministers.

3. As Director of Unity Standards

a) He shall provide guidance in the organization of new districts.

b) He shall undertake to promote the welfare, preserve the integrity and protect the interests of churches and ministers comprising our fellowship where warranted.

c) He shall facilitate the development of practical skills, spiritual enrichment and promote ministerial refinements.

### Section 3

#### Missions Overseer

1. As Director of the World Mission Department
  - a) He shall have the supervision and direct the activities of the Missions enterprise, in keeping the policies of the IFCA Constitution and By Laws.
  - b) He shall represent the Missions Department of the General Council in its contact with and procurement of requisite documents from the responsible agents of government, where Missionary efforts are involved.
  - c) He shall present to the Executive Board a positive vision and program aimed at focusing and improving the Missions enterprise.
  - d) He shall encourage IFCA churches and districts to participate in missions through the IFCA.
  - e) He shall survey the various regional fields as often as possible, with the knowledge of the Executive Board and/or the General Overseer, as well as the World Missions Committee.
  - f) He shall direct all official correspondence to and from all IFCA missionaries and fields of endeavor.
  - g) He shall supervise all purchases for the Missions Department, authorized by the Missions Committee and/or the Executive Board.
2. As Secretary/Treasurer of the Missions Department
  - a) He shall be the custodian of all monies pertaining to the Missions Department and make disbursements there-from, as authorized by the World Missionary Committee, keep an accurate record of all receipts, disbursements and other financial transactions for the World Missionary Department; and submit a fiscal report to the Executive Board, World Missions Committee and/or the General Council.
  - b) He shall publish reports of current missionary activities in our periodicals at his discretion or as suggested by the Executive Board, preferably on a monthly basis. Further, he shall exercise discretion in releasing abroad monthly offering listings.
  - c) He shall keep a record of all applications submitted by Missionary candidates or appointees.
  - d) He shall be the custodian of all legal documents pertaining to the world Missionary enterprise abroad.



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e) He shall be the custodian of one of the official seals of the General Council and affix same to World Missionary Credentials, legal documents executed in the name of the World Missions Department and any other instrument requiring such validation.

f) He shall keep a record of all minutes of the World Missions Committee.

g) He shall perform all other duties pertaining to the office of Missionary Secretary as mandated or provided for, by the IFCA Constitution and By-Laws.

### 3. As Director of Home Missions

a. He shall have had successful pastoral and evangelistic ministry.

b. He shall present to the Executive Board for its endorsement, a positive program of procedure aimed at focusing and improving Home Missions.

c. He shall, in conjunction with District Presbyteries, have the supervision and direct the activities of Home Missions, in keeping with the policies of the Executive Board and the mandate of the General Council.

d. He shall emphasize, promote and coordinate church planting in all its differential phases.

e. He shall edit news briefs relative to the Home Missions endeavors current in our Movement.

f. He shall motivate the general constituency to devote increasing attention and effort to personal evangelism and Home Missions.

g. He shall encourage the distribution of appropriate literature (Gospel portions, tracts, etc., to individuals and communities.

## Section 4

### The Executive Board

A. It shall be empowered to supervise and have the general oversight of all departments.

B. It shall constitute the trusteeship of the General Council.

C. It shall be authorized to acquire, loan or borrow money; to purchase, hold in trust for the General Council, sell, convey or exchange real estate, stocks, bonds, mortgages or other securities and in compliance with the deliberations of the General Council and of the several states where such property may be located, to acquire by gift, bequest, devise, testament or other contract, maintain, improve and otherwise hold or dispose of any estate, chattel or similar assets of a tangible nature as trustee for and commissioned agent of the Corporation.

D. The Executive Board shall be the final authority for referral/appeal in unresolved disputes within the movement, including but not limited to local churches, church versus church, districts, departments, credentials, etc.

E. The Executive Board shall develop, implement, and maintain the Policy and Procedure manual for the organization.

## **Section 5**

### **Secretary**

#### **A. Qualifications**

1. Ordained Minister - Active in IFCA ministry for a minimum of five years.
2. Term of Office - Appointed by General Overseer and ratified by a majority of the Executive Board. One year appointment can be reappointed and ratified annually.

#### **B. Duties**

1. He shall keep a faithful record of the proceedings of the General Council and publish a report thereof in our Convention Report book.
2. He shall keep the official minutes of the Executive Board and as corresponding secretary thereof. He is not a member of the Executive Board and has no power to vote or have input.
3. He shall be the custodian of all official files and provide the proper office clerical staff of the IFCA an official copy of appropriate files in an expedient manner.
4. He shall maintain an accurate record of, communicate important information to and otherwise provide for an interchange or correspondence with, the various members of the General Council. All correspondence to members of the General Council must be approved by the General Overseer.
5. He shall be the custodian of the corporate seal and be commissioned to affix it to all official documents as directed by the General Council.
6. He shall compile statistics and other relevant data, procure and communicate to the Executive Board the requisite report of the several district secretaries and perform any other functions incidental of the proper discharge of his office.
7. His office shall be reviewed annually and be reappointed annually for the position of secretary, based on his review.
8. He shall be obligated to attend all Executive Board meetings and General Council conventions.

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9. It is his duty to prepare for the annual convention such items as display, packets, etc.

10. He shall work closely with office clerical staff to maintain internal controls and help in the processing of credential and affiliation/association certificates, maintain and update the IFCA directory and other tasks given to him by the General Overseer, Executive Board and/or Assistant General Overseer.

11. Serve as secretary of the corporation

### Section 6

#### Treasurer

##### A. Qualifications

1. An IFCA credential holder - Active in IFCA in good standing for a minimum of five years.
2. Accounting / Bookkeeping experience.
3. Term of Office - Appointed by General Overseer and ratified by a majority of the Executive Board. One year appointment can be reappointed and ratified annually.

##### B. Duties

1. He shall review the financial reports and provide summaries to the Executive Board and the General Council and publish a report thereof in our Convention Report book.
2. He shall compile financial statistics and other relevant data, procure and communicate to the Executive Board the requisite report of the several district treasurers and perform any other functions incidental of the proper discharge of his office.
3. He shall act as an advisor to the General Overseer and Executive Board on fiscal matters
4. It is his duty to prepare an annual summary budget for General Council.
5. His office shall be reviewed annually and be reappointed for the position of treasurer, based on his review.
6. He shall attend all Executive Board meetings and General Council conventions as requested.
7. He shall work closely with office clerical staff to maintain internal controls of contribution forms, and other tasks given to him by the General Overseer, Executive Board and/or Assistant General Overseer.

**Section 7**

**Departments and Committees**

A. Department directors and all committees shall be appointed by the General Council, by the General Overseer, or by the Executive Board as necessity may require.

B. Directorship

1. Each director shall have the autonomy in running the day-to-day operation of their respective departments.

2. Each director shall provide a yearly budget to the Executive Board for their department. Expenditures

3. Directors of all departments shall submit a progress report annually to the Executive Board, except where such report may be waived by majority decisions of the Executive Board.

4. In deliberation and consultation with the General Overseer, the Directors must show how their department compliments and supplements the overall vision cast by the General Overseer.

4. Directors shall develop a Policies and Procedures Document for their Department for submission to and approval by the Executive Board.

5. The committees shall serve for a designated period of time or until their purpose shall have been accomplished.

**ARTICLE VI - District Councils**

**Section 1**

**Reports**

Each district council shall submit a periodical report of its current activities and objectives to the secretary and a summary report thereof to the Ministerial Assembly at every annual session of the General Council.

**Section 2**

**Boundaries**

The boundaries of the districts shall be regulated by mutual agreement between the respective districts and the Executive Board of the General Council.

### Section 3

#### Autonomy

Each district shall elect its own Presbyters and such other officers as may be necessary for the prosecution of its work.

#### A. District Councils - Autonomy

1. Voting delegates and credential holders attending a district council session elect their own district officers including a district overseer who sit on the Executive Board.
2. Receive a share of the tithes and other provisions of the IFCA Stewardship Plan.
3. Are free to assign honoraria to the district Overseer and Presbytery.
4. Set the dates of their respective district council meetings.
5. Schedule special events: conferences, retreats, rally, etc., although it is recommended that a national calendar be compiled to avoid conflicts.
6. Each district shall elect its own Presbyters and such other officers as may be necessary for the prosecution of its work.
7. Each district shall conduct all other activities customary to a district function, provided the activities do not conflict with the Constitution and By-Laws of the General Council.

#### B. District Presbyters - Autonomy

1. The Presbyters shall examine prospective candidates for and award credentials to Licensed Preachers, and Ministers of the Gospel in keeping with standards set by the Director of FOCUS.
2. The Presbyters may examine prospective candidates and award District Level Christian Worker certificate to help identify and train prospective candid for ministerial credentials.
3. They shall exercise the prerogative of scanning the applications and scheduling a preliminary interrogation or prospective candidates for Ordination resident in their district and take part in the service of ordination.
4. They have the principle role in assessing the needs of resident assemblies, respecting Pastors, Assistant Pastors, Youth Ministers, etc., and in helping to provide adequate Ministers and Ministries.
5. They shall conduct all other activities customary to a Districts function, providing the activities do not conflict with the Constitution of the General Council.

#### C. District Overseers and Presbyters - Autonomy

1. The shall provide assistance to churches and pastors requesting same.
  - a) Arrange periodic visits.
  - b) Presbyters will visit churches as often as possible.

2. They shall arrange for sectional ministerial meetings, (breakfasts, banquets, anniversary celebrations, etc.) develop and strengthen the bonds of fellowship with credential holders.

3. They shall initiate action to remove names of inactive enrollees from the ministerial roster and recommend that the Director of FOCUS withdraw credentials from such individuals that are no longer considered to be in full fellowship and harmony with the General Council or are in persistent violation of its tenants and standards.

#### D. Limitations

1. With regard to churches: Whenever there is a developing problem, the order of intervention, resolution and appeal shall be:

a) The initial referral by the Pastor, or two thirds (2/3) vote of the ruling Board, shall be to the respective District Overseer for intervention, assistance and resolution, by the District Presbytery.

b) If issues remain unresolved after District intervention, the District Overseer shall refer the matter to the Director of FOCUS.

c) Should the conflict remain after the Director of FOCUS has rendered a decision, the General Overseer shall refer the matter to the Executive Board. The Executive Board, being the final authority of appeal, shall decide the ultimate and binding disposition of the case.

2. With regard to the rights of Credential Holders

a) None may be terminated, removed from a district office, or have his credentials withdrawn without the Director of FOCUS having concurred in the matter.

b) Each credential holder has the right of appeal to the Executive Board for final determination or disposition of his case.

3. With regard to General Council

a) District Constitution and By-Laws shall harmonize (be compatible) and shall not conflict with the General Council Constitution and By-Laws.

b) An official IFCA district is regarded as an integral part of the General Council; hence, shall be governed by its deliberations and decisions.

## Section 4

### Initiative

When aware that a problem exists in a church, the District Overseer may contact the pastor to discuss the situation, offer wisdom and District involvement. Official District involvement must be initiated by the pastor or two thirds (2/3) vote of the ruling board.

## **Section 5**

### **Credentials and Certificates**

- A. Each District shall have the authority to examine candidates for credentials and to grant Licensed to Preach and Minister of the Gospel credentials to approved candidates.
- B. Each District shall have the authority to issue District Level Christian Workers Certificates.
- C. The District Presbytery shall, together with the Director of FOCUS, ordain approved candidates to the ministry.

## **Section 6**

### **Voting Privilege**

In each district, all its registered members shall have the right to participate in open discussion. Voting privileges, however, shall be restrict to Credential holders in good standing with the General Council and their respective District Councils and to such delegates as its affiliated/associated churches may duly authorize to represent them. Persons must be present to vote.

## **ARTICLE VII - The Ministry**

## **Section 1**

### **Definition**

The ministry may be defined as the Divine Calling by which God separates an individual “unto the work whereunto He has called him; and enables him to minister the gospel of Jesus Christ according to the measure of the gift of Christ.” Acts 13:2; Romans 1:1; Ephesians 4:7; I Timothy 1:12.

## **Section 2**

### **Classification**

- A. The ministry in the General Council of the IFCA shall be classified as follows: Ordained Minister, Minister of the Gospel, Licensed Preacher.
- B. Such classifications shall be descriptive of those persons who, having such a call, shall strive to please God in dedication to His service and, in fulfillment of their respective ministries, shall not be impeded by purely secular interest.

## **Section 3**

### **Requisites for all Credential Holders**

All Credential Holders need to adhere to all points of the IFCA Articles of Faith and all candidates for any level of credentials must sign a statement to that effect.

#### **Section 4**

##### **Requisites for Ordination**

- A. Ordination shall be granted alone on the grounds of a candidates having met the general requirements of Scripture as outlined in I Timothy 3:1-7; of the General Council, as stipulated by these articles.
- B. Candidates for ordination shall have served as Ministers of the Gospel for at least two years and will enter into full-time ministry as determined by the Director of FOCUS. The Director of FOCUS will define full-time ministry as recorded in the policy manual
- C. It is expected that, except for failing health, temporary employment in other religious enterprises or similar extenuating circumstances, they shall be no less active in preaching than the Minister of the Gospel.

#### **Section 5**

##### **Requisites for Minister of the Gospel**

- A. Requisites for Minister of the Gospel include an unmistakable evidence of the Divine Call, a manifest ability to preach the Word of God effectively and a readiness to devote time and effort in the interest of the gospel of our Lord Jesus Christ.
- B. Candidates for such certification shall have held a License to Preach for at least two (2) years.
- C. It is expected that a Minister of the Gospel shall preach at least twelve (12) times per year.

#### **Section 6**

##### **Requisites for Licensed Preachers**

- A. Requisites for Licensed Preachers shall be manifest ability to speak to the edification and comfort of believers, an unequivocal consecration of ones life to God, and a willingness to devote time and effort to the work of the Lord in the local church.
- B. It is expected that a Licensed Preacher shall preach at least twelve (12) times per year.

#### **Section 7**

##### **Certification**

- A. Candidates who qualify as Ministers of the Gospel, or Licensed Preachers shall be granted certificates by the District Council proper to their area of residence.
- B. Those candidates who reside outside an established district may apply for recognition to the District nearest their field of labor or directly to the Director of FOCUS.
- C. Certificates of Ordination shall be issued by the National Headquarters.



**Section 8**

**Improving Ones Ministry**

A. All aspirants to the ministry are encouraged to attend one of the recognized Bible Schools for advanced training. Those who are not free to attend bible school are exhorted to take home study courses.

B. All applicants for credentials shall be expected to cooperate fully with any study plan or reading course which the Executive Board, in conjunction with the Department of Education, may devise or designate for the improvement of the ministry.

**ARTICLE VII - IFCA Financial Policy**

**Section 1**

**Sources**

There are, in general, the following sources of income open to the General Council:

A. Contributions from Credential Holders

1. The amount to be set by the Executive Board.
2. When two spouses hold credentials, the lesser credential holder's monthly contribution obligation is reduced by 50%.
3. Inactive/retired/special circumstance ministers with limited or fixed incomes may be granted relief from set contribution amounts when proper protocol has been followed concerning their situation as defined by the policy manual, but are encouraged to give as they are able.

B. Contributions from Affiliated and Associated Churches

1. Each church shall contribute a minimum of set by the Executive board based on per adult attendee per month.
2. Churches shall base their contribution amounts on their annual average Sunday adult attendance. Adults are considered attendees age 18 and above. Churches shall report their average attendance to IFCA headquarters either annually or upon request.
3. Church contribution obligations are capped but not limited to \$1,000.00 per month.

C. Review of Contribution Amounts and Enforcement

1. The Executive Board shall periodically review whether contribution amounts are adequate to fund General Council and District operations. In the event a rate increase is deemed necessary, increase shall not exceed an average of 5% per year.
2. The District Presbytery shall review situations and determine the appropriateness of waivers or adjustments to contribution requirements.

3. For individuals, sanctions employed may include, but are not limited to, the forfeiture of the right to actively participate or vote at national and district councils, and/or the withholding of credential renewals. For churches, sanctions may include, but are not limited to, the forfeiture of the right to send delegates at Convention councils.

D. Benefits of Contributors

1. The Executive Board shall retain the right to grant a variety of specific benefits to contributors in good standing. These benefits may be adjusted or changed as deemed appropriate

2. Individual's contributions may be considered part of the donors' tithe and shall be tax deductible according to applicable laws.

**Section 2**

**Administration**

The above noted contributions from credential holders and churches shall fund both the National General Council general fund and the various District general funds:

A. Distribution of Collected Contributions

1. IFCA Headquarters shall collect all contributions noted above and retain 50% in the national general fund.

2. The remaining 50% of collected contributions shall be allocated to the various District Presbyteries in amounts proportionate to District size and need. District size is determined by the number of credential holders, churches and adult church attendees within a District.

3. The distribution allocation by District shall be set by the Executive Board.

4. The Executive Board shall periodically review the allocation percentages, and retain the right to adjust the allocation percentages to Districts according to changes in size and need.

**ARTICLE IX - Department of Missions**

***World Missions***

**Section 1**

**Purpose**

A. The World Missions Department of the IFCA shall do all within its power to promote the Gospel of Jesus Christ throughout the world; to help establish and support churches, and to assist missionaries and missionary institutions worldwide.

B. We will follow the New Testament example of seeking out new fields where the gospel has not been preached and establish indigenous churches.

C. Every church in our fellowship should contribute toward missions, in cooperation with the Missions Department, wherever feasible, fully or partially support one or more individuals or ministries.

## **Section 2**

### **IFCA World Missions Department**

- A. The IFCA World Missions Department shall have the general oversight of the world mission field.
- B. The IFCA World Missions Committee shall consist of four members or more, appointed by and including the Director.
- C. Said Committee may summon the General Overseer or solicit his valued assistance, whenever extraordinary circumstances warrant executive action.

## **Section 3**

### **Duties of the IFCA World Missions Department**

- A. To examine and approve the eligibility of prospective missionaries and Indigenous ministries.
- B. To adjust and correct all irregularities that may arise on the mission field.
- C. To maintain and make available to all IFCA credential holders an extensive collection of resources on mission work.
- D. To solicit contributions for the support of its missionary enterprise.
- E. To manage and direct disbursements of all mission funds.
- F. To nominate and appoint, where necessary, candidates for the office of Regional Field Representative, who shall be ratified by the Executive Board.
- G. To outline the duties of the Regional Field Representatives.
- H. To establish missionary stations and in keeping with the policies and desires of the General Council, to purchase, sell or convey any real property held by the Department in the name of the General Council for the IFCA.

## **Section 4**

### **Administrative Support of the IFCA World Missions Department**

- A. The Missionary Director shall regularly send letters to all IFCA pastors and credential holders, stating the needs relative to the administration of the Missions Department. All IFCA pastors are requested to explain these needs to their congregations and to provide that offerings be designated specifically for the upkeep of the IFCA World Missions Department.
- B. Churches accustomed to specifying the destination of their Missionary offerings are requested to include undesignated offerings, to be used at the discretion of the Committee for those emergencies which arise on the mission field, as well as the immediate needs of the office of the IFCA World Missions Department. A percentage of the churches total missions giving will be withheld for the above mentioned needs.

## **Section 5**

### **Regional Field Representative**

The World Missions work of the IFCA shall be regionalized into five areas: Latin America (all those countries south of the United States Border), Europe, Africa, Asia and Australia. Missionaries or National Pastors entrusted with a specified region shall be officially regarded as Regional Field Representatives.

## **Section 6**

### **Missionary and Indigenous Ministries**

#### **A. Qualifications**

1. All candidates shall give evidence of a personal experience of regeneration, shall have experienced the Baptism of the Holy Ghost, according to Acts 2:4 and have qualified for credentials with the IFCA.
2. They must believe, accept and subscribe to the IFCA Articles of Faith.

#### **B. Appointment**

1. Candidates interested in becoming duly appointed are required to contact the Missionary Director to request an application and/or preliminary information as may be relevant to the prospective field of endeavor. Each missionary applicant seeking appointment must first obtain a letter of recommendation from his or her local church and district overseer. The acceptance of an application form, however, does not ensure that the candidate has been officially endorsed.
2. No applicant shall qualify as a candidate under appointment who has not first had a personal interview with the IFCA World Missionary Committee or its duly authorized representative.
3. When considering candidates, the IFCA World Missions Department shall remain within the limits of its fiscal resources and shall not accept or commission additional missionaries and indigenous ministries until reasonable assurance is afforded that its financial means warrant the awarding of their appointments.

## **Section 7**

### **Duly Appointed Missionaries and Indigenous Ministries**

#### **A. Financial Responsibilities**

1. Duly appointed missionaries are expected to raise their own round-trip air fare and other missionary support before leaving for the mission field. The IFCA World Missions Department will furnish a letter of recommendation to the missionaries under appointment, authorizing them to itinerate among our churches for the purpose of soliciting funds and prayer support for their missionary enterprise.
2. Approved missionaries are required to submit a report of all offerings received while itinerating. These offerings will be deposited in the missionary's account and the missionary will submit a statement for all necessary expenses, which will be reimbursed from the missionary's account.

3. Whenever possible, approved missionaries shall seek pledged support from churches visited, the limits of such pledged support being set by the IFCA World Missions Committee.
- B. Undesignated offerings sent to the IFCA World Missions Department may be disbursed to those who are under appointment and who do not receive sufficient funds for their support.
- C. Funds sent to the IFCA World Missions Department for duly appointed missionaries who might find it impracticable to leave for the mission field or to remain thereat, shall be assigned to other appointees at the discretion of the IFCA World Missions Department.
- D. Churches or District recommending candidates for appointment are expected to assume some responsibility for their support.
- E. All missionaries under appointment are expected to spend not less than three years on the field, unless previously arranged with the IFCA World Missions Committee. Those missionaries who may be led of the Lord to remain for a longer period of time on a field are encouraged to do so.
- F. All missionaries and national pastors under appointment are expected and required to render complete loyalty to the missionary aims and purposes of the IFCA and to be subservient to the agreements established bilaterally with the IFCA World Missions Department.
- G. All cases of discipline relating to duly appointed missionaries and indigenous ministries shall be the responsibility of the IFCA World Missions Department, or if need be, required consultation with the IFCA director of FOCUS and/or the IFCA Executive Board.

## **Section 8**

### **Certificates**

- A. Approved missionaries shall have their fellowship certificates renewed by the IFCA World Missions Department, at a time sufficiently preceding the expiration date of the credential currently held so as to ensure, if necessary, that their status before the law be not impaired.
- B. Said certificates, however, shall be renewed on condition that the missionaries concerned, satisfy the IFCA World Missions Department of their steadfast fellowship with the General Council, IFCA.

## **Section 9**

### **Instructions**

- A. Requisite instructions and required training shall be given to the missionaries by the IFCA World Missions Department or other organizations recommended by the IFCA World Mission Department prior to itinerating in IFCA Churches and departing for the Missions field. All IFCA missionaries shall be debriefed and re-oriented upon their return from the field by IFCA World Missions Committee or each missionary's respective home church.
- B. Each missionary and indigenous ministry shall receive an IFCA World Missionary manual containing the policies of the IFCA World Missions Department.

## **Home Missions**

### **Section 10**

#### **Purpose**

- A. This Department shall be established for the purpose of promoting Home Missions/Church Planting.
- B. The Home Missions Department of the International Fellowship of Christian Assemblies shall do all within its power to promote the preaching of the gospel of Jesus Christ in the United States, to establish, assist and sustain churches and to support and facilitate the work of Home Missions.
- C. The New Testament example shall be followed, of seeking out new locations where indigenous churches can be established.
- D. The Department shall endeavor to provide resources and guidance for Districts and local churches to develop church health and multiplication.
- E. Every church in our Fellowship shall be encouraged to contribute to its resources in the support of this department.

### **Section 11**

#### **Duties of Home Missions**

- A. To examine and approve the eligibility of prospective Home Missions missionaries.
- B. To provide support for all approved Home Missions missionaries according to approved policy.
- C. To maintain extensive resources concerning Home Missions work.
- D. To solicit contributions for the support of this department.
- E. To manage and direct disbursements of all department funds and submit an annual report to the General Council.
- F. To plant new churches in conjunction with District Presbyteries and/or local churches.

### **Section 12**

#### **Administration**

- A. The Director and two or more committee persons shall comprise the committee of Home Missions.
- B. The assistants may represent some special aspect of Home Missions, e.g. Church Planting, radio ministry, gospel teams, music, etc.

### **Section 13**

#### **Home Missions Candidates**

- A. 1. All Home Missions Missionary candidates shall give evidence of a personal experience of regeneration, have experienced the Baptism of the Holy Ghost, according to Acts 2:4 and have qualified for credentials with the International Fellowship of Christian Assemblies.

2. They must believe and accept the Bible as the inspired and infallible Word of God and subscribe to the Articles of Faith.
- B. Candidates interested in becoming duly appointed Home Missions missionaries are required to contact the Director to request an application form and such preliminary information as may be relevant to the prospective area of endeavor. Each applicant seeking appointment must first obtain a letter of recommendation from his local church and District Officer. The acceptance of an application form, however, does not assure the candidate that he has been officially endorsed.
- C. No applicant shall qualify as a Home Missions missionary under appointment who has not first had a personal interview with the Home Missions committee or its duly authorized representative.
- D. When considering candidates, the Home Missions shall remain within the limits of its fiscal resources and shall not procure to accept or commission additional missionaries until reasonable assurance is afforded that its financial means warrant the awarding of other appointments.

#### **Section 14**

##### **Duly Appointed Home Missionaries**

- A. 1. Approved appointees are required, moreover, to submit a report of all offerings received while itinerating and attach a statement of all necessary expenses.
2. Whenever possible, approved missionaries should seek pledged support from some of the churches visited, the limits of such pledged support being set by the Department of Home Missions.
- B. Undesignated offerings sent to the department may be disbursed to those Home Missions missionaries who are under appointment and who do not receive sufficient funds for their support through pledges or designations made by churches and/or individuals.
- C. Funds sent to the department for duly appointed missionaries who might find it impracticable to being or continue their assigned ministry shall, by consent of the contributors, be assigned to other Home Missions endeavors, at the discretion of the Home Missions Department.
- D. Churches or District recommending candidates for appointment are expected to assume some responsibility for their support.
- E. All Home Missions missionaries under appointment are expected and required to render complete loyalty to the department aims and purposes of the IFCA and to be subservient to the agreements established bilateral with the Department.
- F. All minor cases of discipline relating to duly appointed personnel shall be the responsibility of the Department. All major cases of disciplinary action shall require the cooperative competency of both the Department and the director of FOCUS.

## **Section 15**

### **Directives**

- A. This department shall do its utmost to promote Home Missions and in cooperation with the several Districts, shall foster the establishment with pioneer churches, under the Mother-Church-Plan.
  
- B. A survey shall be made of cities with a population in excess of ten thousand, in which no church of the IFCA exists, in order to encourage Bible School graduates and others with a vision for pioneer work to found churches therein.
  
- C. The Department shall make survey of new and growing communities in cities represented by established churches, with the prospect in mind of launching pioneer works or of ultimately relocating an existing church in a more suitable center.
  
- D. Financial Assistance shall be provided for the duly appointed Home Missionaries as available funds will permit. The amount to be allotted each worker shall be determined by the Home Missions committee.
  
- E. It shall be the prerogative of the Home Missions Committee to grant some financial assistance to those ministers who accept the pastorate of struggling churches, unable to support a full time ministry. The several cases outstanding shall be subject for review at the end of each fiscal year.

## **Section 16**

### **Evangelists**

- A. The Director of Home Missions shall be authorized to appoint Evangelists, to conduct crusades, tent meetings, and other campaigns, in connection with extension work projects of the General Council.
  
- B. Recognized Evangelists shall be recommended to the Districts by the Director.

## **Section 8**

### **Evangelistic Data**

The Department of Home Missions shall keep a record of the activities distinctive to the various approved Evangelists in our midst, focusing the scope of their Evangelistic efforts and such other data, statistical or analytical as may give relevance thereto.



**ARTICLE X - Director of FOCUS  
(Faith, Order, Credentials, Unity, Standards)**

**Section 1**

**Director of FOCUS**

- A. The Assistant General Overseer shall serve as the Director of FOCUS.
  
- B. Said Director shall have the responsibility of maintaining a standard of holiness, exposing heresies, discouraging worldliness and exercising discipline when necessary.
  
- C. The Director of FOCUS shall be a part of the process for resolving disputes within the IFCA, as provided in the By-Laws, Article VI district Council, Section 3. Autonomy, Subsection D. Limitations (page 28)

**Section 2**

**Holiness**

- A. Members of the General Council, IFCA shall maintain the biblical standard of “holiness, without which no man shall see the Lord.” All shall preach and teach that, by the power of the Holy Spirit, believers are able to obey the command of the Lord: “Be ye holy, for I am holy.” All should earnestly pursue a dedicated life of holiness themselves, setting an example to others, in obedience to God’s Word. Hebrews 12:14; I Peter 1:15, 16; I Thessalonians 5:23, 24.
  
- B. Every minister, pastor, evangelist, licensed preacher, shall take a stand against all sins and all forms of worldliness, reproving emphatically the modern trend toward immodesty and extremity in dress and behavior. Members of the Ministerial Assembly shall retain a conservative position in all things questionable in seeing the unity of the brethren at all times. I John 2:15, 16; I Timothy 2:9; I Peter 3:3,4.

**Section 3**

**Heresies**

Members of the General Council whose position relative to any practice or doctrine shall prove to be extreme and subversive, while it persists in being unscriptural and incompatible with our Statement of Faith, thus giving rise to confusion and division among God’s people, shall be dealt with according to Titus 3:1. Those who violate the principle of unity and sound doctrine are subject to being severed from the fellowship of believers and having their credentials revoked.

**Section 4**

**Credential Certificates**

The director of FOCUS shall be authorized to attest to, and document the qualifications of various candidates to office or ministry in the IFCA; to furnish references upon request of said candidate or any applicant for a position, scholarship or benefit and to issue such credentials as:

- A. Certificates of Ordination and Fellowship cards to qualified ministers approved jointly by the district councils and the Director of FOCUS.
  - 1. Annual fellowship cards to those ordained ministers not resident within the precincts of an active district council and

2. Certificates of Affiliation/Association to all those churches which are, or shall be, officially Affiliated/Associated with the General Council, IFCA.

B. Said credential shall be issued through the office of the National Headquarters.

## **Section 5**

### **Directory**

A. An official ministerial list shall be compiled by the Director of FOCUS and published as feasible and deemed advisable by the Executive Board and shall be available upon request from the office of the National Headquarters.

B. This list shall include all members of the General Council in good standing with their respective Districts and in possession of a current fellowship card.

C. It shall further include, as deemed necessary, active workers on foreign fields, (Missionaries), etc., accredited and supported by the IFCA.

D. The official directory shall list all IFCA churches, specifying the corporate name and address of each and all such missions and/or church on foreign soil as may be directly affiliated with the IFCA.

## **Section 6**

### **Discipline of Members**

Members of the General Council, whose lives and conduct prove to be a reproach to the cause of Christ, shall have their credentials recalled or their endorsement rescinded.

A. General inefficiency in the ministry, failure or inability to correctly represent our IFCA testimony, a contentious, uncooperative spirit, the assumption of dictatorial authority over an assembly, failure to seek a peaceable settlement of difficulties in order to avoid the incidence of a schism in the local assembly, arbitrary rejection of counsel offered by the District or Executive Presbyters, a public avowal of critical change in doctrinal views, the habit of running up debts, contracting a marriage in opposition to our constitutional stand on marriage and divorce, and such inconsistencies may furnish cause for recall of one's fellowship certificate.

B. Termination of a credential holder's status as an Ordained Minister or the removal from office of a duly elected official shall require a decisive action of the Director of FOCUS. Said action shall supersede any decision made at any level, save that of the Executive Board.

C. If, after repeated counsel and warning by the District Presbytery and the Executive Board, there shall be no appreciable change of character or attitude on the part of the offending minister, the officers of the District Council may recommend to the Credentials Committee that his name be dropped from the Ministerial Directory of the General Council.

## **Section 7**

### **Appeal**

All Credential holders whose fellowship card has not been renewed, or whose name has been removed from the official list through recommendation of a district Presbytery or by the Director of FOCUS, may appeal this decision to the Board of Appeal consisting of the Executive Board less the Assistant General Overseer and the Credential holder's District Overseer for reconsideration. The decision of this Board shall then be deemed conclusive and final.

**Section 8**

**Reinstatement**

Only those ministers who may subsequently qualify for the endorsement of both the local District Presbytery and of the Executive Board may be reinstated to fellowship.

**ARTICLE XI - Order of Business**

The regular order of business for the General Council business sessions shall be:

- 1) Devotion
- 2) Reports
- 3) Unfinished (old) business
- 4) New Business
- 5) Election of Officers
- 6) Balance of New Business
- 7) Prayer and Thanksgiving
- 8) Adjournment

All business sessions shall commence with prayer.

**ARTICLE XII - Quorum**

All members registered and voting in any meeting of the General Council, IFCA shall constitute a quorum.

**ARTICLE XIII – Conflict of Interest Policy**

**Section 1**

**Purpose.**

The purpose of the conflict of interest policy is to protect IFCA's interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an officer or employee of IFCA or might result in a possible excess benefit transaction. This policy is intended to supplement but not replace any applicable state or federal laws governing conflicts of interest applicable to nonprofit organizations.

**Section 2**

**Definitions.**

(A)Interested Person: Any officer or employee who has a direct or indirect financial interest.

(B)Financial interest: A financial interest is not necessarily a conflict of interest. Under Section 3 of this Article, a person who has a financial interest may have a conflict of interest only if the board decides that a conflict of interest exists. A person has a financial interest if the person has, directly or indirectly, through business, investment, or family:

- (1)An ownership or investment interest in any entity with which IFCA has a transaction or arrangement,
- (2)A compensation arrangement with IFCA or with any entity or individual with which the corporation has a transaction or arrangement, or
- (3)A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which IFCA is negotiating a transaction or arrangement.

- (C) Compensation: Compensation includes direct and indirect remuneration as well as gifts or favors that are not insubstantial.

### **Section 3**

#### **Procedures.**

- (A) The Executive Board shall develop and establish a policy for addressing any possible Conflict of Interest within IFCA.
- (B) Duty to Disclose. In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given an opportunity to disclose all material facts to the Executive Board.
- (C) Determining Whether a Conflict of Interest Exists. After disclosure by interested person or by others of the financial interest and all material facts, and after any discussion with the interested person, the Executive Board shall decide if a conflict of interest exists and make a determination of how it is to be resolved based on the established policy
- (D) Records of Proceedings The minutes of the board shall contain the names of the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest was present, and the board's decision as to whether a conflict of interest in fact existed and the minutes of the board also shall contain the names of the persons who were present for discussions and votes relating to the transaction or arrangement, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection with the proceedings.

## **ARTICLE XIV – BINDING ARBITRATION**

### **Section 1**

Believing that lawsuits between believers are prohibited by Scripture, all officers, members, and employees of IFCA agree to submit to binding arbitration any matters which cannot otherwise be resolved, and expressly waive any and all rights in law and equity to bringing any civil disagreement before a court of law, except that judgment upon the award rendered by the arbitrator may be entered in any court having jurisdiction thereof.

### **Section 2**

In the event of any dispute, claim, question, or disagreement arising out of or relating to this Constitution and these bylaws or any other IFCA matter, the parties shall use their best efforts to settle such disputes, claims, questions, or disagreement as befits Christians. To this effect, they shall consult and negotiate with each other in good faith and, recognizing their mutual interests not to disgrace the name of Christ, seek to reach a just and equitable solution. If they do not reach such solution within a period of sixty (60) days, then upon notice by either party to the other, disputes, claims, questions, or differences shall be finally settled by arbitration as described in Section 1, above, using such Procedures for Arbitration as adopted by the Executive Board.

## **ARTICLE XV - Dissolution**

### **Section 1**

In the event of this corporation's dissolution, the Executive Board shall, after payment, or making provision for the payment of all liabilities of the corporation, dispose of all the assets of said corporation exclusively for the purposes of the corporation to an organization or organizations which is/are in harmony with the objective and doctrinal position of our corporation, as stated in the constitution. Such organization/organizations shall, at the time, qualify as an exempt organization/organizations under section 501 c 3 of the Internal Revenue Code of 1954.

### **Section 2**

Should Section 1 be amended, as per provisions of Article XVI, such amendment must also comply with State and Federal regulation requirements.

## **ARTICLE XVI - Amendments**

Amendments to these By-Laws may be made at any regular or special session of the General Council by a majority vote of votes, provided that the voting constituency shall have had at least one month prior written notice.

All amendments/resolutions should be published.

All amendments/resolutions should be presented to the Executive Board at least two months prior to the General Council.