

SOP: Licensing
Introduced: July 11, 2019 Revised: October 16, 2019
Adopted: Nov 6, 2019

Definition: Licensing is a formal permission from a church that grants a lay person the authority to conduct activities normally performed by an ordained clergy person.

Licensing by First Congregational of Mukwonago is the recognition of a member of the congregation who have completed a lay ministry education program and have a plan for active ministerial service to the congregation or the community.

A ministry license is granted by a majority vote of the members of the FCC congregation at a regularly called congregational meeting, having first been approved by the Council. The license is good for a period to be determined by the Council. The work and activities of the licensee is to be reviewed annually by the Council.

Persons desiring to be licensed should first present a statement of faith, evidence of completion of a Lay Ministry Training Program and their proposed ministry plan of action to the Council. The plan should include a list of the activities that will be performed. These actions may include, but are not limited to:

1. Conduct worship
2. Preaching - with the consent of our pastor
3. Offering the sacraments of communion and/or baptism
4. Officiate at weddings and/or funerals
5. Other specifically listed ministerial activities.

Each year the licensee will submit a list of their ministerial activities to the Council. Failure to comply with this will result in the loss of license. Someone who loses their license for non-compliance may reapply in the future. A licensee may voluntarily go to an inactive status by notifying the Council

Upon approval, the lay minister will receive a Certificate of Licensing from FCC showing the dates the license is granted, the expiration date of the license, and the specific activities authorized by the congregation.