

**AFCM**  
INTERNATIONAL

# MEMBERSHIP HANDBOOK



20  
25

# TABLE OF CONTENTS

A Letter from the President	2
Statement of Purpose	3
Definition of Terms	4
Tiers of Membership	5
Benefits of Membership	6
Membership Information	7
Membership Expectations & Dues	8
Tenets of Faith and Doctrine	9
Ministry Credentials	13
Questions and Answers	14
Church Affiliation/Association	17
Communication & Information	18
AFCM Leadership	19





# A letter from the President

Dear AFCM Member,

I want to welcome you into the fellowship of the Association of Faith Churches and Ministers (AFCM). The Lord raised up AFCM so that men and women preaching the Gospel of Jesus Christ could have a means of fellowship, Godly counsel, and encouragement.

Please read the contents of this Handbook carefully. Your understanding and compliance with the communication and accountability systems of AFCM are vitally important in order to flow together in harmony.

The AFCM International office staff and leadership team are prepared to help you in any way possible. We want you to know that you are not alone in the ministry. We stand behind you and pray for you regularly.

We appreciate your desire to be a part of AFCM, and we consider it a privilege to have you as a member. We are here to serve you. May God's richest and best be yours as you minister the Word of God to His people.

Yours in Christ,

Rev. Julius "Jim" Kaseman  
President



# Statement of Purpose

## **Vision**

AFCM is an international family of churches and ministers dedicated to cultivating a heart for the world, nurturing relationships, and championing the local church.

## **Mission**

We equip ministers to reach their most effective potential in ministry through licensing, ordination, and affiliation, as well as by supplying a means of Godly encouragement and counsel in accuracy of doctrine and integrity of character.

Although AFCM serves as a spiritual covering for its members, it does not govern any of its member ministries. Each ministry operates independently of AFCM. As members of the Body of Christ, all should live lives representative of Christ and above reproach. Therefore, AFCM and its leadership strongly believes, teaches, and exemplifies a high standard of integrity, Godly character, and moral excellence, and encourages that standard to be duplicated throughout its membership.

## **Purpose**

1. To provide a means of unity, strength, and fellowship among members of AFCM.
2. To assist AFCM ministers in reaching their most effective potential in the ministry to which God has called them.
3. To recognize ministers who have proven themselves through membership with AFCM.
4. To supply a means of Godly encouragement and counsel to ministers in accuracy of doctrine and integrity of character.
5. To assist in coordinating ministry projects and be a support to AFCM missionaries.

# Definition of Terms

---

## **AFCM**

Association of Faith Churches & Ministers

## **Board of Trustees**

The governing administrative body of AFCM.

## **Ministerial Credentials**

Ministerial credentials pertain to those believers who have the responsibility of fulfilling five-fold ministry (Apostle, Prophet, Pastor, Teacher, and Evangelist). His/her function differs from a “Christian Worker” or a person serving in the ministry of helps in that a five-fold minister is recognized by civil authorities.

## **Country Director**

A minister who assists with the care of members located within a designated country. Responsible for the coordination and operation of the AFCM-related activities and its membership within his/her county.

## **Regional Director**

A minister who aids in the support of members and member churches within a specified area. A regional director oversees the coordination and management of all AFCM-related activities and its members in their designated region.

## **Regional Support Team**

The team is responsible for assisting the Regional Director in the coordination and communication of all AFCM-related activities and its members within his/her respective regions.

## **Executive Membership Committee**

A committee consisting of ordained ministers approved by the President, who prayerfully consider and collectively approve each person applying for membership to AFCM.

## **Member**

A person who has been approved and accepted as a member of AFCM, whether by ordination, licensing, Christian worker status, or “membership only.”



# Definition of Terms Cont'd

---

## **Affiliate Church**

A church that has met the requirements of the Constitution and Bylaws for affiliation and uses the AFCM IRS tax number.

## **Associate Church**

These are churches that want oversight, counsel, and support of membership in AFCM, but who have their own IRS tax number.

# Tiers of Membership



## **Ordination**

Ordination is intended for those ministers who are working in the five-fold ministry, have proven ministry experience, and are generally serving in full-time ministry.

## **Ministerial Licensing**

Ministerial licensing is intended for those individuals who feel called to five-fold ministry, but are beginning in ministry, just out of Bible School, or are new to AFCM.

## **Membership Only**

“Member Only” status is for those who choose to keep their ministry credentials with another organization as well as enjoy the benefits of membership with AFCM.

## **Christian Worker Status**

“Christian Worker Status” is a level of membership specifically targeted for an individual who has exhibited faithfulness and effective service in a support or helps ministry role either in a church or ministry, either as a volunteer or a staff member.

Applications for this level of membership are initiated by the individual's pastor, who must already hold credentials with AFCM.



## **Benefits of Membership**

### **Pastoral Support**

Through the encouragement of Jim Kaseman, who is a pastor to pastors, as well as through regional ministry, which is available during times of opportunity, stress, and/or crisis.

### **Fellowship**

Members of AFCM enjoy a wide range of opportunities to build relationships through regional ministers' meetings and annual conferences.

### **Continuing Ministerial Education**

AFCM provides occasions throughout the year for ministers to continue practical training to enhance their ministerial education and spiritual development through local, regional, and national conferences as well as additional training through AFCM International Training Centers (AFCMITC).

### **Organizational Structure**

AFCM members enjoy the security of structured administration consisting of procedures and forms that allow growth in a consistent and organized manner.

### **Professional Resources**

AFCM maintains a network of professional support (i.e., lawyers, CPAs, etc.) who are available to assist credentialed members and member churches.

### **Church Resources**

For churches that are in search of qualified ministers for their staff, as well as interim or replacement ministers, AFCM can make recommendations from its available ministers.

### **Itinerant Ministers**

AFCM maintains a list of recommended ministers who are available to assist the local church in fulfilling its vision.



# Membership Information

## **Election of Members**

Any church or minister interested in becoming a member of AFCM shall submit a completed and signed application to the Executive Membership Committee. Each application shall be considered by the Executive Membership Committee and either approved or disapproved. Individuals whose applications are approved become active members of AFCM.

## **Qualifications**

An applicant shall give clear evidence of his/her agreement with the Tenets of Faith and the policies outlined in this handbook. Also, he/she must conduct themselves in line with the spiritual qualifications given for leadership in I Timothy 2:3-7 and Titus 1:1-8.

## **Honorary Members**

The Board of Trustees may elect honorary members by a unanimous vote. Honorary members are exempt from payment of any fees and are entitled to all the privileges of regular members.

## **Resignation**

Any member may withdraw from AFCM after fulfilling all obligations to it by giving written notice of such intention to the Director of Ministry.

## **Suspension/Revocation**

The Board of Trustees reserves the right to suspend or revoke a member's license, ordination, Christian worker status, or membership with AFCM for a cause such as violation of any of the policies or rules of the corporation, doctrinal error or extremes, moral failure and/or conduct prejudicial to the best interest of AFCM.

# Membership Expectations

AFCM endeavors to personally know those who are a part of the membership. The following are ways members are encouraged to become involved:

- Attend Regional AFCM meetings and annual Family Reunions.
- Participate in AFCM outreaches/projects prayerfully and/or financially.
- Build relationships with members and leadership in his/her region.

# Membership Dues

## Annual Dues

The Board of Trustees periodically determines the amount of application fee, and annual dues payable to AFCM by members.

## Payment of Dues

Dues are payable in advance on the last day of December in each fiscal year. Dues of a new member elected to membership after October 1 of the current fiscal year will be applied to the following fiscal year.

## Default and Termination of Membership

When any member is in default in payment of dues for one month from the beginning of the fiscal year or period for which such dues became payable, membership will be terminated according to the policies of the Corporation.



# Tenets of Faith

---



AFCM accepts the Scriptures as the revealed will of God and the all-sufficient rule of faith and practice. To maintain general unity, the Corporation adopts the following Statements of Fundamental Truths and Doctrine.

## **The Scriptures**

The Bible is the inspired Word of God, the product of the holy men of old who spoke and wrote as they were moved by the Holy Spirit. We accept as our infallible guide in matters of conduct and doctrine. 2 Tim. 3:16; 2 Peter 1:21; 1 Thess. 2:13

## **The Godhead**

The triune Godhead is comprised of three identifiable and distinct, though not separate, persons—the Father, the Son, and the Holy Spirit—who are eternally self-existent, self-revealed, and function as one entity. Jesus Christ, who is God manifest in the flesh, is the second member of the Godhead, co-equal and co-eternal with the Father and the Holy Spirit. John 1:1, 1:14, 16:28, 1:18, 15:26

## **Redemption**

We are created beings, made in the likeness and image of God, but through Adam's voluntary transgression, sin came into the world. Jesus Christ, the Son of God, was manifested to destroy the works of the devil and gave His life and shed His blood to redeem mankind back to God. Romans 3:10, 3:23, 5:14; I John 3:8

## **The Salvation of Man**

a) Man's only hope of redemption is through the shed blood of Jesus Christ. On the cross Jesus Christ became sin and sickness, providing both salvation and divine healing for all mankind, being justified freely by His grace through faith. Psalm 103:3; Romans 3:24, 10:8-10; Ephesians 2:8

b) The Evidence of Salvation. The inward evidence to the believer of his salvation is the direct witness of the Spirit. The outward evidence to all men is a life of righteousness and true holiness. Romans 8:16; I John 3:23

c) Faith and Works. Salvation is by faith in Jesus Christ and not by human works. However, our works will determine the rewards in eternity. Acts 16:3; Romans 10:9-10, 14:10-12; Ephesians 2:8-9; Titus 3:5-7; 2 Cor. 5:10

# Tenets of Faith Cont'd

---

d) Jew and Gentile alike must receive Jesus Christ as Lord and Savior and be born again before experiencing physical death. Abraham's bosom was closed and no longer exists since Jesus Christ paid for mankind's redemption in full. Today, when a Jew or Gentile is born again and experiences physical death, they are immediately in the presence of the Lord in heaven. John 3:1-18; Ephesians 1:7-10, 2:14-22; Romans 9:6-8; Galatians 3:5-16

## **Water Baptism**

Baptism in water by immersion is a direct commandment of our Lord and is for believers only. This ordinance is a symbol of the Christian identification with Christ in His death, burial, and resurrection. Matt. 28:19; Rom. 6:4; Col. 2:12; Acts 8:35-39

## **Communion**

The Lord's Supper, consisting of the elements --bread and the fruit of the vine-- is the symbol expressing our sharing of the divine nature of our Lord Jesus Christ, a memorial of His suffering and death, a reminder of the New Blood Covenant, and a prophecy of His second coming, and is enjoined on all believers "till He come!" 2 Peter 1:4; 1 Corinthians 11:26

## **Baptism in the Holy Spirit**

We believe the baptism in the Holy Spirit is a gift from God as promised by the Lord Jesus Christ to all believers and is received after the new birth. This experience is accompanied by the initial evidence of speaking in other tongues as the Holy Spirit gives utterance. Matt 3:11; John 14:16-17; Acts 1:8, 2:4, 2:38-39, 10:44-46, 19:1-7

## **Sanctification**

Sanctification is an act of separation from sin. The Bible teaches a life of "holiness without which no man shall see the Lord." The process of sanctification will change our motives, our thinking, our speaking, our behavior, and our actions. The old nature will be crucified. Sanctification is an ongoing work in the life of the Christian. Galatians 5:24; Romans 12:1, 2; 1 Thessalonians 5:23; Hebrews 13:12; Hebrews 12:14

## **The Church and Its Mission**

The Church is: One New Man, One Body, One Holy Temple of the Living God, made up of both Jew and Gentile. The church is the habitation of God through the Spirit, with divine appointments for the fulfillment of her great commission. Each believer, born of the Spirit, is an integral part of the general assembly and church of the Firstborn, whose names are written in Heaven. Ephesians 1:22; 2:11-22; Hebrews 12:23

# Tenets of Faith Cont'd

---

## **Total Prosperity**

Spiritual - John 3:3, 11; 2 Cor. 5:17-21; Romans 10:9-10

Mental - 2 Tim. 1:7; Romans 12:2; Isaiah 26:3

Physical - Isaiah 53:4-5; Matt. 8:17; 1 Peter 2:24

Financial - 3 John 2; Malachi 3:10-11; Luke 6:38; 2 Cor. 9:6-10; Deut. 28:1-14

Social - Proverbs 3:4

## **Divine Healing**

We believe healing is provided for in the atonement of Jesus Christ. Healing is God's will for the mental, spiritual, and physical ills of mankind and is wrought by the power of God through the prayer of faith, and by the laying on of hands. Mark 16:18; James 5:14-15

## **Eternal Retribution**

We believe that those who have physically died without accepting the redemptive work of Jesus Christ are eternally lost in the lake of fire and therefore have no further opportunity of hearing the Gospel or for repentance. Hebrews 9:27; Rev. 19:20, 20:10-15

## **The Return of the Lord**

We believe in the imminent return of our Lord Jesus Christ with His saints from Heaven. At the time of the rapture, "...the dead in Christ shall rise first, and then we (believers) which are alive and remain shall be caught up together with them in the cloud, to meet the Lord in the air..." Romans 11:25, 27; Acts 1:11; II Thess. 1:7; 4:16-17 Rev. 19:11-16; 20:1-7

## **Human Sexuality**

We believe that God instituted monogamous marriage between male and female as the foundation of the family, the basic structure of human society. God has commanded that no intimate sexual activity be engaged in outside of the context of marriage between a man and a woman. Hence, sexual activities such as, but not limited to, adultery, fornication, incest, homosexuality, pedophilia, and bestiality are inconsistent with the teachings of the Bible, the Church, and Christian life.

We stand fast on the scriptures and believe that homosexuality is a sin. We are determined to show compassion to all, with, however, no compromise.

Accordingly, neither this organization, its churches, nor its members shall conduct any marriages between persons of the same sex and shall not condone, support, or facilitate any activities that conflict with this tenet of faith.

Genesis 2:24, 5:1, 6:9, 19:5, 26:8-11; Lev. 18:22; Lev. 20:13; Romans 1:25-27; I Corinthians 6:9-11; I Thess. 4:1-8; I Timothy 1:9-10; Hebrews 13:4, 1:25-27

# Ministry Credentials

## Ministerial Licensing and Ordination

The Executive Membership Committee, under the direction of the Board of Trustees, may ordain and/or license, as defined below, a person as a minister of the Gospel. The Committee examines the applicant's background, moral and religious character, and previous Bible courses and/or independent study the applicant has received. Final determination shall be within the absolute discretion of the President of AFCM.

## Powers

Every credentialed minister shall have the power to conduct religious worship services and administer the sacerdotal functions of the Church of Jesus Christ which are in the furtherance of the purposes and objectives of this Corporation. Sacerdotal functions shall specifically include, but not be limited to, the giving of communion, the conducting of marriage services, and the solemnization of marriage vows (according to the laws of the jurisdiction wherein said marriage and solemnization is being performed), and the conducting of funeral services.

## Licensing Period

Once an individual has held a ministerial license for one (1) year, he or she becomes eligible to apply for ordination. During that year, the individual may exercise the same functions as an ordained minister, except where restricted by local or state laws—particularly in matters such as performing marriage ceremonies.

# Fiscal Year

The fiscal year of the Corporation shall begin on the first day of January.





# Q&A

## **1. What must I do to apply for membership with AFCM?**

### STEP 1

Contact the AFCM Office to request an application packet or apply online

### STEP 2

Complete the application packet (or online form) and mail it to the AFCM Office.

### STEP 3

Have recommendation forms sent directly to the AFCM Office.

### STEP 4

If necessary, AFCM Leadership will contact you to schedule a personal interview so that your application can be reviewed.

### STEP 5

A decision will be made by the Executive Membership Committee as to the applicant's eligibility to receive credentials from AFCM, as well as the credential level (whether Christian Worker, Provisional Licensing, Ministerial License, or Ordination) awarded to the applicant.

### STEP 6

The Applicant is notified of the decision by mail.

## **2. Who is qualified to receive ministerial credentials?**

All believers are called to minister because every believer is commanded to share the Gospel with the lost. However, ministerial credentials pertain to those believers who have the responsibility of fulfilling the five-fold ministry (Apostle, Prophet, Pastor, Teacher, and Evangelist). His/her function differs from a "Christian Worker" or a person serving in the ministry of helps in that a five-fold minister is recognized by civil authorities. She/he requires a higher level of accountability.

## **Moral Qualifications**

For a person to assume a leadership role in the Christian ministry, we feel that the highest standards of personal conduct are expected. This includes managing a happy and healthy home life and abstinence from the use of tobacco, alcohol (including wine), and/or illegal drugs.

# Q&A Cont'd

The Bible establishes the spiritual and moral qualifications of five-fold ministers/elders in 1 Timothy 3:2-7, as well as Titus 1:1-8:

- Blameless (1 Timothy 3:2)
- Temperate (1 Timothy 3:2)
- Sober (1 Timothy 3:2)
- Of good behavior (1 Timothy 3:3)
- Not given to wine (1 Timothy 3:3)
- Not a striker (1 Timothy 3:3)
- Not greedy of money (1 Timothy 3:3)
- Not a brawler (1 Timothy 3:3)
- Not covetous (1 Timothy 3:3)
- A lover of good (1 Timothy 1:8)

## **Eligibility for Licensing/Ordination**

AFCM uses the following criteria to test eligibility:

- One who has a divine call to a five-fold ministry.
- One who is in full-time ministry.
- One who has demonstrated this call.
- The minister must have studied and shown himself approved in handling the Word of God accurately.
- Others have recognized the call on the minister's life.
- The minister must maintain compliance with AFCM policies concerning doctrine and ethical standards.
- The minister must exhibit the proper fruit in character and ministry.
- The minister must devote significant time to preaching and teaching the Word of God from a recognized ministerial position requiring five-fold ministry.
- The minister should by virtue of his office, administer the ordinances of the church and conduct weddings/funerals.

The above-mentioned requirements should not be construed as minimizing the importance of individuals who are involved in other forms of ministry; however, AFCM recognizes the need for establishing minimum requirements for those who intend to receive ministerial credentials.

AFCM recognizes ministers from other fellowships, but the transfer of a minister's credentials will not be accepted unless the minister meets the requirements as outlined in this handbook.

# Q&A Cont'd

## **3. What is the difference between Ministerial Licensing and Ordination?**

Ministerial Licensing is for a minister with no prior experience or who may not be full time ministry. Once a minister has held a ministerial license for a one (1) year period, he/she may request Ordination credentials by sending a written request to the AFCM Office.

Ordination is intended for those ministers who are working in five-fold ministry, have proven ministry experience, and are generally serving in full-time ministry.

## **4. Do I need to renew my membership annually?**

Yes. If the initial application to AFCM has been submitted before October 1, a renewal application must be completed for the following fiscal year, postmarked no later than December 31.

## **5. May I hold credentials with AFCM and another licensing/ordaining body?**

Yes. There may be situations where a minister is credentialed through another organization and also wishes to enjoy the benefits of licensing or ordination with AFCM.

## **6. May I hold licensing or ordination credentials with another body and be a “Member Only” with AFCM?**

Yes. “Member Only” status is for those who choose to keep their ministry credentials with another organization as well as enjoy the benefits of membership with AFCM. For example, if the organization is unable to provide fellowship in the geographic region where the minister resides, he/she may join AFCM.

## **7. Can I be a member of AFCM without having ministerial credentials?**

Yes. If you are actively working in a Christian ministry environment (church, ministry, institution, organization), you may qualify for “Christian Worker” status when recommended by your pastor.





## **Church Affiliation & Association**

Many ministers desire to affiliate or associate their church with AFCM. To do so, you may contact the AFCM International Office for an application form.

### **AFFILIATE CHURCHES**

These churches submit to the Board of Trustees and the President of AFCM. They use the tax identification number of AFCM when reporting to the IRS.

### **Benefits of Affiliation**

- Corporate Covering - The use of AFCM's tax identification number allows smaller churches the freedom to become exempt quickly and inexpensively. There is also the protection of being under the large umbrella of AFCM regarding the IRS.
- Spiritual Covering - As an affiliate church, there is a spiritual covering that naturally occurs because of the greater responsibility that AFCM takes in having the affiliate church under its umbrella.

### **ASSOCIATE CHURCHES**

These churches already have an IRS tax number but desire the accountability there is in being associated with AFCM.

### **Benefits of Association**

As a covering, AFCM stands ready to help you spiritually with matters that may arise with Biblical counsel, encouragement, and support.



## Communication and Information

The United States has been divided into regions over which Regional Directors have been placed. These directors, with the help of their support teams, represent the AFCM President in coordinating and operating all AFCM activities in their respective regions. Missionaries and itinerant ministers should communicate with AFCM through the region in which their home church is located.

Regional Directors are required to hold fellowship meetings within their regions. We strongly urge members to attend these meetings and form relationships with other members within the same area.

Members of AFCM are encouraged to communicate with their Regional Director to allow them to assist in answering questions, meeting needs, and giving their prayerful support.

# **AFCM REGIONS & DIRECTORS**

## **AFCM Great Northwest**

Directors: Jesse & Christine Tricola  
Washington, Oregon, Idaho,

## **AFCM Rocky Mountain Region**

Directors: Todd & Teresa Rowen  
Montana, Wyoming

## **AFCM Alaska**

Directors: Steve & Tonia Alexander

## **AFCM Southwest**

Directors: Mike & Jan Sparrow  
California, Nevada, Utah, Arizona,  
Colorado, New Mexico, Hawaii

## **AFCM Upper Midwest**

Directors: Rod & Annette Rice  
North Dakota, South Dakota, Minnesota,  
Nebraska, Iowa

## **AFCM Midwest**

Directors: Bill & June Villapiano  
Missouri, Oklahoma, Arkansas

## **AFCM Ohio River Region**

Directors: Dale & Rhonda Osborn  
Ohio, Pennsylvania

## **AFCM Great Lakes**

Directors: Brad & Patty Brede  
Illinois, Indiana, Michigan, Wisconsin

## **AFCM Northeast**

Directors: David & Carmen Acosta  
New York, New Jersey, Connecticut,  
Massachusetts, Rhode Island,  
Vermont, New Hampshire, Maine

## **AFCM Southern Plains**

Director: Paul & Jennifer Popowich  
Kansas, Oklahoma, Texas

## **AFCM Mid-Atlantic**

Directors: Rick & Pam Smith  
South Carolina, North Carolina, Virginia, West  
Virginia, Kentucky, Tennessee, Maryland,  
Delaware, District of Columbia

## **AFCM Gulf Coast**

Directors: Jane & Jeff McDonnough  
Florida, Georgia, Alabama, Mississippi,  
Louisiana

# CONTACT US

## **AFCM US**

PO Box 1918  
Willmar, MN 56201  
PH (320) 235-3838  
FAX (320) 235-1802  
[office@afcminternational.org](mailto:office@afcminternational.org)  
[www.afcminternational.org](http://www.afcminternational.org)

## **AFCM Canada**

Director: Jim Kaseman  
PO Box 3253  
Langley, BC V3A 4R6  
CANADA  
PH (604) 539-2047  
[afcmcan@telus.net](mailto:afcmcan@telus.net)  
[www.afcmcanada.ca](http://www.afcmcanada.ca)

## **AFCM Missions**

Dana & Liz Nile  
[pastornile@gmail.com](mailto:pastornile@gmail.com)

## **AFCM Kenya**

Director: Jennie Roberts  
PO Box 20  
Kisumu KENYA  
[dom@africaonline.co.ke](mailto:dom@africaonline.co.ke)

## **AFCMITC**

PH (918) 392-0511  
FAX (918) 392-0514  
[office@afcmitch.com](mailto:office@afcmitch.com)  
[www.afcmitch.com](http://www.afcmitch.com)

## **AFCM Latin America**

Directors: Ron & Annette Thiesen  
New Life Children's Home  
PO Box 3432  
Tegucigalpa, DFM HONDURAS  
PH +11 504 9514 8614  
[ronthiesen@gmail.com](mailto:ronthiesen@gmail.com)

## **AFCM Philippines**

Director: Raul Cuaresma  
[raulc934771@gmail.com](mailto:raulc934771@gmail.com)

