



Life International Ministries



Operations

Manual

2014-2015

Life International Ministries
Operations Manual, 2014-2015

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3555 Ironwood Place
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MIV's Purpose



This religious Association is organized to provide a means of biblical teaching and proclamation of the Gospel of Jesus Christ and to create and maintain an Association of ministers, ministries and churches, as permitted for non-profit Associations under the laws of the State of Colorado and §501(c)(3) of the Internal Revenue Code. This Association will have the purposes or powers as may be stated currently in its Articles of Incorporation or as it is amended hereafter as the law permits.

The primary purpose of this Association is to oversee associated ministers, ministries and churches as they operate exclusively for charitable, non-profit purposes. This Association and its associates have the right to receive and make contributions; create and circulate religious literature, articles and documents; broadcast for religious evangelism; develop and maintain educational biblical schools or classes; and all other creative endeavors of a religious theme pertaining to ministry services. The Association shall have the same rights normally associated with established ministers, ministries or churches.

Life International Ministries (*Ministerios Internacionales Vida* hereafter abbreviated as "MIV") shall direct its efforts toward the benefit of its associated ministers, ministries and churches to provide accountability of ministry; ministerial relationship; church planting; evangelism; training; biblical teaching; organizational and bookkeeping counsel and advice; among other benefits all determined by the relationship level of our associates. MIV is an Association of ministers, ministries and churches with common beliefs and all authority and oversight is based upon willing biblical submission. MIV shall also be a resource for unified support of ministers, ministries and churches abroad and at home, associated or not associated with MIV, thereby effectively impacting the world through strengthening biblical kingdom relationships. MIV will affiliate churches, and shall operate as a central organization for purposes of Internal Revenue Procedure 80-27.



Declaration of Faith

Life International Ministries

Believes in:

- I. **The Word of God — 2 Peter 1:20-21; 2 Tim 3:16-17; Hebrews 4:12; 1 Peter 1:22-23**
 - a. The Word of God was written by holy men used as instruments of God, inspired of the Holy Spirit
 - b. The Word of God is immutable being eternally relevant to every race, language and nation; infallible, being perfect in its original text.
 - c. The Word of God is the Truth which was given to teach, rebuke, correct and instruct in all righteousness so that Man can function completely in the work of the Kingdom of God.

- II. **Salvation — Colossians 1:12-14; John 3:16; John 14:6; Romans 3:22-26; Romans 10:10; Ephesians 1:7; Philippians 2:12; Hebrews 2:1-4; Galatians 5:19-21; Matthew 13:41-43; Luke 12:5**
 - a. Man has sinned and is separated from God resulting in eternal punishment in Hell. That's why we believe Man needs redemption by God.
 - b. That God, by His Grace, has provided the sole means of Salvation through Jesus Christ, who paid the price of sin with His blood as a sacrifice in His crucifixion and death. We believe Jesus Christ arose from the dead and ascended to the Father to give Man hope of eternal life.
 - c. Salvation is received by repenting of sin and through faith in the finished work of Jesus Christ. Faith provides justification whereby Man is declared righteous; Regeneration whereby Man is adopted as a Child of God, accepting a new life; Sanctification whereby Man is declared holy unto God's service.
 - d. The believer has the responsibility of keeping and exercising his faith through love and good works. He can lose his salvation upon returning to a state of sin without repenting.

- III. **The Holy Trinity — Matthew 28:19-20; 1 John 5:7; John 1:1-5, 14; 2 Corinthians 13:14, Acts 1; Genesis 1:26**
 - a. In one God, expressed in three Persons: God the Father, God the Son, and God the Holy Spirit. God the Father is the Creator of all. God the Son was sent by the Father to be the mediator between God the Father

and Man. God the Holy Spirit was sent by the Father and the Son as the Great Comforter for Man.

- b. The Father, Son and Holy Spirit are eternally One in perfect harmony: Omnipotent, omnipresent and omniscient.

IV. The Work of the Holy Spirit — *John 16:8, 13; Acts 1:5, 8; 2:4; Ephesians 4:30-32; 1 Corinthians 12:1-11; Romans 12:6-8;*

In the person of the Holy Spirit who:

- a. Reproves man of his sin.
- b. Guides the believer unto all truth.
- c. Invests the believer with power so that he may be a witness, giving evidence of His fullness with other tongues.
- d. Sanctifies the believer so that he may live according to the distinction of his position in Christ.
- e. Equips the church through Spiritual Gifts.

V. The Ministry of the Church — *Matthew 28:19, 20; Matthew 10:1-4; Mark 6:7-13; Ephesians 4:7-13; Matthew 18:19-20;* In the calling of the Holy Spirit made to every believer, regardless of their age, to function in their full capacity and authority granted by God for the expansion of his Kingdom and to work against the evil works of Satan and his demons. We believe in the ministry gifts given to the church for her edification and maturing for the purpose of establishing a life-giving church.

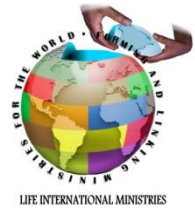
VI. Church Ordinances — *Romans 6:4-5; 1 Corinthians 11:23-28; Matthew 3:13-15; Matthew 28:19, 20;*

In water baptism by immersion as a visible testimony of the inner work of God in the believer. We believe in the participation in the Lord's Table to make remembrance of the sacrifice of Jesus which has given us complete Salvation and Healing.

VII. The End Times — *Matthew 24:36, 42, 44; 1 Thessalonians 4:16, 17; 2 Corinthians 5:10; Revelation 20:11, 12; Revelation 21:1, 2;*

That End Time events include: The gathering of the Saints to be with the Lord, a time of Tribulation on Earth, the millennial reign of Jesus Christ, a time of final judgment, and a new heaven and a new earth.

How the MIV Relational Levels work:



Ministerios Internacionales Vida (Life International Ministries) accepts and seeks relationship with Christian leaders and ministers in all stages of their ministry development and service. We understand that each individual minister comes with a unique background and ministry experience. God is the one who places the specific people in place to meet specific needs and to work with different people in their different areas of life, as we all come from different cultures and sub-cultures in which no rule of thumb applies across the board.

MIV is a ministry based on relationships. Relationships are not imposed, but rather are an open door for others to voluntarily engage. Relationships are a bond that is developed over time, growing naturally without being rushed and are built on trust after mutually proving one another's trustworthiness. Relationships are an invitation to friendship where both parties contribute equally to the ever-evolving friendship; one lived out under the guidance and direction of the Holy Spirit.

While the Relational Levels developed by MIV are in no way intended to dictate the level that one should be at, they are simply a way of identifying the current state of the relationship. The individual chooses what relationship level he or she is comfortable in functioning under. Having the relational levels written down on paper helps us to clearly see what the expectations are from both sides as this relationship continues to develop.

Every individual desiring to become a minister or have a ministry acknowledged with MIV will decide which of the four levels they wish to engage in over the course of conversations, friendships and one-on-ones with MIV leadership. We will be observant as these levels naturally develop and the commitment with MIV can then more clearly be determined.

The process breakdown:

For a person who is getting to know what MIV is all about and for MIV members to get to know this person, he/she may want to come to our events to see what we do. This person could be a newcomer in ministry and is considering God's call in his/her life, or could be an existing minister seeking a covering for his/her ministry. This person would come as a visitor to participate in retreats or conferences without taking on leadership responsibilities. This person may want to subscribe to our email list to receive invitations to other events or get newsletters from us. There is no obligation to serve in the ministry and no further commitment at this level. We are simply getting to know one another to see if this may be a suitable initial fit for each other. This type of membership is what we call an "Acquaintance Level".

Maybe after some time, this person likes what they see and has developed some friendships with our MIV members. Perhaps this person has an encouragement from their own pastor or leader to start a ministry, or is sensing a need in their current area of service to make a decision on a spiritual covering. He/she is not quite ready yet to set off on formally initiating a ministry under MIV, but perhaps is in need of some direction and tools to learn what the ministry entails. This person shows a genuine interest in continuing to attend MIV events, to learn more about MIV and ministry in general, and wants to get connected with other pastors and leaders. This person may consider becoming a "Fellowship Level" member, in which they would pay a small annual fee, but receive materials and resources to prepare them for their ministry and discounts to attend our events. He/she can seek advice about their ministry from MIV leaders without committing their ministry to MIV. No pressure.

Let's say that after time, now this person is ready to say "yes". This person is ready to be a licensed MIV minister. Becoming a licensed minister is now going to require a process in which we not only prepare you for what's ahead, but we also double check to make sure that you are ready. This process includes an application and a checklist of items so that we can more thoroughly see what your ministry will be and what type of person you are. This process determines Character, Calling, Context and Competency. Our checklist is as follows:

“Please provide in an essay form your answers to the following questions:

- 1) What is your personal testimony on how you came to know Jesus?
- 2) What do you believe about God’s salvation?
- 3) What is your ministry or calling?
- 4) What are your goals or what steps will you take to carry out your ministry?
- 5) What is the cultural region to which you are called?
- 6) What ministry or leadership roles have you served in the past.
- 7) Have you been baptized in water? Explain.
- 8) Have you been baptized in the Holy Spirit? Explain.
- 9) Are you bi-vocational, or occupied secularly? Explain.
- 10) What are your current needs (church planting education, spiritual, etc)
- 11) How have you been commissioned by God for this ministry?

After submitting these written items, we will also need:

- 12) Three (3) written recommendations by other ministers (at least one from an MIV minister).
- 13) Three (3) written sermons you have preached (or will preach).
- 14) A personal interview.
- 15) Have picture taken in interview or send a photo of self in application.
- 16) Agree to a background check.

17) Sign our agreement to our bylaws, articles of faith and waiver.

All applications will be carefully considered by the MIV Local council and leaders.”

Upon approval of the application this person will be accepted as an official MIV minister. He/she will receive personal communication from MIV leaders and will also have a supervisor assigned to him/her. This person will receive the support they need as a minister and will have direct access to guidance, influence and direction by MIV leadership. An MIV minister will tithe to MIV and also will receive discounts to MIV retreats, events and materials. This level is a “Covenant Level Minister”.

When this minister starts his ministry or church, this person may say, “I have an MIV church.” The church or ministry is a “Covenant Level Church”. The church will tithe to MIV (tithes of tithes), and the MIV minister may want to invite his leadership from his church to MIV events or conferences. The church or ministry will receive support, guidance and supervision from MIV. Sometimes the transition from a “Covenant Level Minister” to a “Covenant Level Church” will happen when the Covenant level Minister also engages their church or ministry in this relationship.

FAQ:

Can a Covenant Level Minister have a church or ministry that is NOT under MIV?

Yes. In this case, a minister may want the fellowship and guidance from MIV, but may be leading a church or ministry from another denomination. In other words, his church may be subject to the rules and regulation of another denomination but perhaps he as a minister is seeking more individualized support. These types of ministers are also welcome to join us as at the level they are comfortable at. If they become a “Covenant Level Minister” they will undergo a similar application process and supervision.

Conclusion:

Being an MIV minister is a great privilege but also a great responsibility. MIV is here to support your ministry, provide fellowship and resources, but we also bring

accountability to help us all, as the humans we are, to make sure we are putting God first in HIS ministry, to edify HIS Kingdom, bringing glory to HIS name.

Wanting to learn more about MIV? Please speak with our contacts, Juan Rubio (719-510-5840), Sandra Rubio at (719-661-1376), Rafael Camacho (719-325-6056) or Jenni Camacho (719-433-3931) or email mintvida@gmail.com. In the meantime, please refer to our Relational Levels chart to help visualize what these memberships look like.



Relational Levels

1. Acquaintance
Level

2. Fellowship
Level

3. Covenant
Level Minister

4. Covenant
Level Church

	Benefits			
• General Communication by mail and email.	✓	✓	✓	✓
• Invitations to MIV events.	✓	✓	✓	✓
• Registration discount to MIV events.		✓	✓	✓
• Receive discounts on material and resources for your own edification.		✓	✓	✓
• Regularly receive free material and resources for your own edification.			✓	✓
• Enjoy access to guidance, influence and direction from MIV leadership and representatives.		✓	✓	✓
• Receive intentional personal communication with the leader assigned to your region including, but not limited to, personal relationship, personal invitations to events, personalized resources to your specific need, etc.			✓	✓
• Have the right to become part of MIV leadership.				✓
• Formally receive personal guidance, influence and direction from MIV leadership and representatives for your ministry or church.				✓



Relational Levels

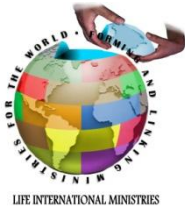
1. Acquaintance
Level

2. Fellowship
Level

3. Covenant
Level Minister

4. Covenant
Level Church

Requirements				
• No formal commitment exists.	✓			
• Subscribe to be placed on mailing list.	✓	AUTO	AUTO	AUTO
• Fill out a simple application and receive approval.		✓		
• Pay an annual fee (Pro-rated for mid-year subscriptions.)		✓		
• Apply through a comprehensive application.			✓	✓
• A monthly financial commitment exists (personal tithe from minister, offerings to the Kingdom Expansion fund).			✓	✓
• A monthly financial commitment exists from the ministry/church (tithe of tithes from ministry/church, offerings to the Kingdom Expansion fund).				✓



Duties of an MIV Pastor

A Senior Pastor of an MIV church first undergoes our approval and licensing process to be so authorized and equipped to perform his/her duties in the church. Before these duties, however, the pastor must first consider his/her own personal spiritual life and relationship with the Lord Jesus Christ. Becoming a Senior Pastor should never be a career path or just another step on the ladder, but a pastor must be *commissioned (or called)* by God to do so (Deut 31:14). The Senior Pastor is held to the greatest degree of accountability in his/her testimony, and must first of all spiritually edify oneself and his/her family before others. One must first practice before preach (James 3:1). Upon maintaining a healthy and consistent spiritual walk with the Lord and putting the needs of his/her family first, the pastor will then have the following duties in the church:

DUTIES

.01 SERVICES The pastor's first and foremost duties shall be leading people to Christ's salvation, edifying the church and community (through directing church services with preaching Biblical truth, worshipping and guiding the worship, leading prayer times and praying for the church and community, teaching Biblical doctrine, baptizing in water, and administering the Holy Communion), and developing internal church leadership, resulting in healthy church multiplication and church planting.

.02 COUNSELING Church members may at times be in need of one-on-one time with the senior pastor. The pastor may schedule times to meet apart from the services to provide biblical counsel, guidance and prayer. The pastor must limit their advice to biblical matters and other areas where so qualified. Pastors may not give advice on politics. Pastors may not claim to be a professional counselor unless so licensed.

.03 SAFETY The pastor shall enforce background checks of all who will have direct contact with minors. Pastors and leaders will report any and all signs of child abuse immediately.

.04 ATTENDANCE The pastor shall “keep up the habit of meeting together” (Heb. 10:25) with other MIV pastors and leaders by endeavoring to attend all MIV events and supervisory conferences as he/she is able to. In the occasional event the pastor is unable to attend, he/she must communicate with his/her supervisor the reason for the absence (in order to see if there is a means by which MIV may assist). The pastor should encourage the members of his/her church to also attend MIV events when applicable to support unity among other members of the body of Christ.

.05 KINGDOM EXTENSION The pastor should promote and support the MIV Extension endeavors and ensure the church participates in the Kingdom Extension program. The pastor should also be willing to participate in the extensions of his/her own church as the Lord directs.

.06 EDUCATION The pastor should be “teachable”, striving to surpass oneself in continuing his/her education and attending MIV workshops when available. One can never say, “I have learned everything, I am at my zenith.”

.07 TREASURY The pastor will select a qualified church treasurer to assist him in the responsible management of all church funds. The pastor must be fully apprised of the financial condition of the church at all times. The pastor and the treasurer will be signers on all church bank accounts (see more on the church treasurer in “Church Government” from the bylaws).

.08 COUNCIL SEATING The pastor shall seat the initial local church council after having attained 20 tithing members. The pastor will call for and direct all church council and membership meetings as “Church President” (see Church Government from the bylaws). The pastor may assign a chairman in the occasional event of his absence.

.09 OTHER The pastor shall carry out all other duties normal to the pastoral call and shall execute any other documents as may be required.

Local Church Government:



All MIV churches operate under the five-fold ministry as described in Ephesians 4:11-13, “So Christ himself gave the apostles, the prophets, the evangelists, the pastors and teachers, to equip his people for works of service, so that the body of Christ may be built up until we all reach unity in the faith and in the knowledge of the Son of God and become mature, attaining to the whole measure of the fullness of Christ.” The five-fold ministry, as described in this Scripture, includes the ministry of apostles, prophets, evangelists, pastors and teachers. The congregation will receive spiritual guidance and counsel through the collaboration of the five fold ministry in the church. The church operations, however, are directed by the local Senior Pastor, who may also receive counsel from the five-fold ministry available to him and also from the leadership team he himself establishes (which may include assistant pastors, worship leaders, deacons, specialty ministers, etc) which reports to him.

For the financial affairs in the local church, the pastor should seek assistance through a local church council. For smaller churches with less than 20 tithing members, the pastor may request help from MIV supervisors to provide or attend as a church council. When the church reaches 20 tithing members, the pastor must select a local council from his membership, operating similarly to MIV's Apostolic Council, as described below.

I. LOCAL CHURCH COUNCIL

.01 NUMBER The local church council shall consist of not less than three (3) persons or more than seven (7) persons.

.02 SELECTION The local pastor shall select the initial church council members. Future members shall be selected by the pastor with the approval of a majority of the sitting council.

.03 TERM The members of the council who constitute the initial council of the local church shall hold office for a 2 year minimum before becoming eligible for replacement at the annual meeting of the council following their selection and until their respective successors are selected and shall have qualified.

.04 QUALIFICATIONS

- A. Be nominated by the church pastor.
- B. Agree with the By-Laws, the Declaration of Faith and the Mission Statement of MIV.
- C. Be a tithing member with consistent church attendance.
- D. Be of 18 years of age or older.

.05 DUTIES AND RESPONSIBILITIES

- A. The council shall be for the purpose of advising, supporting, assisting, making and implementing decisions in conjunction with the pastor in the oversight of the finances of the church.
- B. They shall:
 - 1. Pray for the local church, pastor, local ministers and for the decisions to be set forth.
 - 2. Assist the pastor in the oversight of church funding and reporting.
 - 3. Offer counsel and advice to the pastor and collaborate in making and implementing decisions.
 - 4. Review and approve the budget, which shall constitute approval of all budgeted items, including all compensation.
 - 5. Agree on the Pastor's salary. Pastor may opt to not be present during this portion of the proceedings.
 - 6. Strive to maintain at all times the vision of MIV and the local church under the leadership of the pastor working to maintain an attitude of wholehearted cooperation and unity of fellowship.
 - 7. Perform those other tasks and duties as may be assigned by the pastor.

.06 MEETINGS The local council shall meet at least quarterly at such place and at such time as the Senior Pastor (President) may determine for the purpose of advising the pastor on the appointment of new council members, or the reappointment of present council members as may be necessary, reviewing the church financial status, decision making on large church expenses and for the transaction of such other business as shall properly come before the meeting. Regular meetings at more frequent intervals may be established by the pastor and the council and may be held at such times and places as they may determine. Special meetings of the local council may be called at the direction of

the pastor upon the request of a majority of members of the council made to the pastor for such a meeting. In the event that the pastor is unavailable and there is an emergency, the remaining members may call a special meeting of the council together with the presence of one or more MIV supervisors. Any decision made by the council with the MIV supervisor(s) at such an emergency meeting should be in agreement with the pastor's vision for the welfare, betterment and favorable outcome of the church, individual, ministry or situation in question. All meetings shall have present a Secretary or his appointee for the purpose of taking minutes of that meeting and a Treasurer or his appointee for the purpose of providing financial reports upon request.

.07 CHAIRMAN At all meetings of the local council, the Senior Pastor or (in his absence, or by his request) a chairman designated by the pastor shall preside.

.08 QUORUM At all meetings of the local council; regular, special or annual, where the pastor is present, a majority or the pastor plus two of the council members then appointed and serving (except as otherwise provided in these By-Laws) shall constitute a quorum. At all meetings of the council; regular, special or annual, where the pastor is not present, all remaining council members eligible to attend the meeting shall constitute a quorum.

.09 OPTIONAL FORM of Meeting

A. Telephonic attendance at meeting

1. Any meeting, regular or special, may be held by conference telephone or similar communication equipment, or any member may attend any such meeting by such equipment, so long as the following criteria are met:
 1. A legitimate attempt is made to contact and give notice to all members of the meeting;
 2. The quorum requirements are met;
 3. All members participating can hear one another;
 4. Any matter may be tabled until a later meeting if the majority of the participating members so request;
 5. All participating members shall be deemed to be present in person at the meeting. Any action taken by such conference telephonic meetings shall have the same force and effect as any other action of the council and a record of such meeting shall be made a part of the minutes of the council.

.10 DECISION-MAKING The leadership of church shall function by the principles of submission, spiritual leadership and consensus. The affairs of the church shall be conducted by the pastor with the guidance of the council members and officers as specified herein. Action shall be taken by consensus wherever and whenever possible. In the event that a consensus under the leadership of the pastor is not reached on a matter and a vote is required, each council member shall be entitled to one vote, in person and not by proxy, on all matters that come before the council. The act of a majority of the Council shall be the act of the council unless the act of a greater number or concurrence of a specific officer is required by law or by these By-Laws. The pastor shall have the right to veto any action of the council, or act contrary to a negative vote of the council, when he deems such vote to be contrary to the will of God for the church, provided, however, that the pastor may not veto or act contrary to any vote of the council when that vote is unanimous against him, unless the MIV Supervisor with which the pastor is related agrees with the pastor. Any action of the pastor in this regard, the vote of the council, and the opinion of the MIV supervisors must be noted in the minutes of the church.

.11 COMPENSATION Council Members shall not receive any stated salaries for their services as such; but by resolution of the council and the pastor's discretion, a fixed sum and expense of attendance, if any, may be allowed for attendance at each regular or special meeting of the council; and nothing herein contained shall be construed to preclude any council member from serving the church in any other capacity and receiving compensation there for.

.12 VACANCIES Vacancies on the council caused by death, removal or resignation may be filled by the Pastor with the approval of a majority of the remaining Council Members. In case of any increase in number of Council Members, the additional Council Members may be selected by the Pastor with the approval of a majority of the remaining Council Members. The Council Members so chosen shall hold office until the next annual meeting and until their successors shall be duly selected and qualified.

.13 REMOVAL A Council Member may be removed from office for any reason by the Pastor with the approval of a majority of the remaining Council Members in a meeting where a quorum has been declared upon the determination that the best interest of the church requires such removal.

.14 CONFLICT OF INTEREST A Council Member shall not be disqualified by his office from dealing or contracting with this Association or Church, either as a service provider or product provider, or otherwise nor shall any transaction or contract of this Association or Church be void or voidable by reason of the fact that any Council Member or any firm of which any Council Member is a member or any Association of which any Council Member is a shareholder, officer or Council Member is in any way interested in such transaction or contract and any such interested Council Member shall be counted in determining whether a quorum exists at Council Members' meetings and may vote with the same effect as disinterested Council Members provided, however, that any such interested Council Members shall disclose the nature of his interests to the Council, who may or may not be similarly interested, and provided further that no such transaction or contract shall be void or voidable should any of the other conditions set forth in law be met.

II. OFFICERS

.01 GENERAL PROVISIONS.

- A. Officers. The officers of the local church must be the Senior Pastor, serving as the Church President, the Secretary, the Treasurer, and such other officers with such powers and duties not inconsistent with these By-Laws as may be appointed and determined by the Senior Pastor with a consensus of the local church, including, if deemed desirable by the Pastor, one or more Assistant Secretaries, one or more Assistant Treasurers, an Assistant Pastor (serving as Vice-President), or Chairman. Any two or more offices may be held by the same person except the offices of Senior Pastor and Assistant Pastor. Officers, other than the Senior Pastor, are not required to be members of the Local Council.
- B. Selection and Term of Office. The officers of the church, with the exception of the Senior Pastor, shall be ratified annually by the Senior Pastor with a consensus of the Local Council at the regular annual meeting of the Local Council or as soon thereafter as may be convenient. The office of Senior Pastor shall be held for an unlimited term subject to the following provisions of these By-Laws. Each officer, unless sooner removed by the Senior Pastor with a consensus of the Local Council, shall hold office until the next annual meeting of the Local Council Members or until his successor shall have been duly selected and qualified. Any officer

may serve more than one term with the approval of the Senior Pastor and Local Council.

- C. Removal. Any officer or employee may be removed by the Senior Pastor with a consensus of the Local Council whenever, in his judgment, the best interests of the Association would be served thereby, but such removal shall be without prejudice to the contract rights, if any, of the officer or employee so removed.
- D. Vacancies. A vacancy in any office, other than the office of Senior Pastor, because of death, resignation, disqualification or otherwise, may be filled by a member of the Senior Pastor's choosing with a consensus of the Local Council for the unexpired portion of the term.
- E. Compensation. Officers and employees may receive salaries (if any) as set by the Senior Pastor in an amount designated in their employment contracts or the minutes of the Local Council. Compensation is to be determined by the Senior Pastor with a consensus of the Local Council, with the exception of the Senior Pastor whose salary, other compensation, and benefits shall be determined by the Local Council. The Senior Pastor shall not participate in the determination of his own salary by the full Local Council except to the extent that he may make his needs known to the Local Council. If in the event the Senior Pastor believes his determined salary to be unacceptable, he may submit a letter to his MIV Supervisor, stating his own compensation needs, a current church financial report, and the church budget to be reviewed. After review, the MIV Supervisor may then act as a chairman to the Local Council to either second the vote of the Local Council or veto the vote of the Local Council, suggesting a new salary to be re-voted upon. Any officer may decline to accept any salary, raise or promotion. The Local Council, at its discretion, may appoint a task force to bring recommendations for compensation to the Local Council. Compensation may include a salary, and other benefits such as: parsonage allowance, professional, travel and medical reimbursement plans, insurance and retirement plans, and any other benefits that are normal and available by law.

.02 SECRETARY The Church Secretary shall do or cause to have done each of the following:

- A. Record the minutes of the meetings of the Local Council as well as when formally requested by members of the Local Council, in one or more books provided for that purpose;
- B. See that all notices are duly given in accordance with the provisions of MIV By-Laws or as required by law;
- C. Be custodian of the corporate records;
- D. Keep up-to-date and accurate membership records reflecting the membership of the church
- E. Keep an accurate and regularly updated list of all officers of the church;
- F. Keep an accurate and regularly updated list of all members of the Local Council of the church;
- G. File all necessary and required reports with relevant government agencies; and
- H. Perform all other duties incident to the office of Secretary and such other duties as may from time to time be assigned by the Senior Pastor and the Local Council.

.03 TREASURER The Church Treasurer shall do the following:

- A. Have charge and custody of and be responsible for the receipt, care, investment, disbursement, and disposition of all funds, property, and securities of the church in collaboration with the Senior Pastor, subject to such regulations as may be imposed by the Local Council;
- B. Accept all gifts of money or other personal property on behalf of the church, executing such receipts or other documents as may be necessary;
- C. Enter or cause to be entered regularly on the books of the church and to be kept by him, or under his supervision, full and accurate

account of all monies and obligations received and paid or incurred for or on account of the church. The Treasurer shall exhibit such books at all reasonable times to any member of the Local Council on request at the offices of the church;

- D. Deposit or cause to be deposited all monies in the name of the church in such banks, trust companies, or other depositories as may be authorized by the Local Council and by law;
- E. See that the books of the church are reviewed regularly by the Senior Pastor, Local Council and himself;
- F. Shall comply with all MIV requirements such as submitting monthly financial and spiritual reports, paying dues and tithes, etc. with the collaboration of the senior pastor and council;
- G. Perform all the other duties incident to the office of Treasurer and such other duties as from time to time may be assigned by the Senior Pastor or by the Local Council;
- H. The Treasurer may be required to be bonded for the faithful performance of his or her duties, in such sum and with such securities as the Local Council may require.
- I. The Treasurer shall be present in Local Council meetings to produce financial reports and budgets by request in order to assist in the decision-making process. The treasurer may vote with the local church council.

.04 ASSISTANT PASTOR The Assistant Pastor, when so appointed by the Senior Pastor, shall do the following:

- A. The Assistant Pastor shall perform the duties and exercise the power of the Senior Pastor in case of his temporary absence from office and shall perform such other duties as may from time to time be granted or imposed by the Senior Pastor and Local Council. He may change the annual, regular, or special meetings of the Local Council only with the President's knowledge and approval.

- B. The Assistant Pastor shall also be present in the Local Council meetings and will be Chairman on the Senior Pastor's behalf in his absence and upon his previous approval.

Supervision of Level 4 Churches



To be considered an MIV church, the church must be led by an MIV credentialed senior pastor, have articles of incorporation and an EIN, and must gather for regular meetings (training and assistance may be provided). Churches must provide a monthly report to MIV on their member's giving, church expenses, and spiritual activities.

MIV will oversee the church with the objective of ensuring that the church is in fiscal compliance and reporting, is maintaining IRS requirements, is holding biblical standards in teaching (according to MIV Declaration of faith), and is spiritually healthy. We will assist in the nurturing and development of the church. Oversight will also be for ensuring the emotional, spiritual, and physical well-being of the senior minister and his/her family.

- I. Supervision and oversight by MIV may include (but is not limited to): providing training in administrative financial reporting and bylaws of MIV; provide training or teaching in spiritual leadership, requiring churches to provide minutes of council meetings; reviewing finances and spiritual reports; requesting regular one-on-one get-togethers with credentialed ministers or local church members; etc.
- II. MIV reserves the right to conduct an audit of finances, bank statements and spiritual activity upon request after giving proper notice.
- III. In the event that a senior pastor is incapacitated without an eligible replacement available, MIV must have access to direct and manage the affairs of the church, including assigning a suitable temporary minister to the church. In extreme cases, if all other accessible means of restoring a minister or providing a new pastor have been exhausted, MIV has the right to close the church.
- IV. In the case of closure of a church, the church finances may be absorbed by MIV or donated to another church, churches, missions or charities to be determined by the Apostolic Council (details to be noted in minutes). If this church owns property, then our bylaws in Article IX. PROPERTIES applies (as stated below)

- A. "MIV is willing to receive any property, possessions or real estate if the donor gives it voluntarily, releases all future legal claims and signs all legally required paperwork indicating their willingness to freely donate it to MIV.
 - B. All church and ministry properties of associated member ministries remain the property of each particular church or ministry. MIV does not require any church or ministry to give up their properties as a condition of membership in MIV.
 - C. MIV will not be a signer of any legal document for the purpose of any local member church or ministry to obtain, upgrade or maintain local church property.
 - D. All member church or ministry properties are the responsibility of each particular church or ministry. All maintenance, upkeep and repairs are the responsibility of each particular church or ministry."
- V. The Church President and/or Vice-Church Presidents of MIV are tasked with the responsibility of supervising the churches or assigning supervisors to the churches.

MIV is authorized to extend ministerial credentials to senior pastors, and also to their church staff and associate pastors with the prior sponsorship and approval of the senior pastor, for the purpose of leading, teaching, and preaching to expand God's kingdom. Application and fee is required, however senior pastors are exempt from any annual renewal fee. All prospective candidates for credentials may be subject to interview by MIV supervisors and may be eligible to renew every year. In matters deemed necessary, a credentialed pastor or minister may be disciplined in the same way as stated in our bylaws Article II.05.09.a-c as stated below:

- a. "Grounds of discipline. Grounds for discipline will be determined by the Church President and Local Council of MIV. In general, it shall be grounds for discipline if the minister is involved in conduct that is contrary to the Scriptures. More particularly, four types of unscriptural conduct shall be disciplined:
 - i. Unscriptural conduct that obscures the truth of God by false teaching or doctrine in an area of cardinal truth;
 - ii. Unscriptural conduct that mars the holy character of God and His church by unholy, immoral living, action or lifestyle;

- iii. Unscriptural conduct that hinders the work of God by bringing confusion or division to the body; and
 - iv. Departure from leadership qualifications as set forth in Scripture.
- b. Form of Discipline. The form of discipline may include up to, but is not limited to, removal of a person from leadership in the local congregation or Association; revocation of credentials; or any other discipline which may, at the sole discretion of the Church President and Local Council, be appropriate to the circumstances.
- c. Restoration Process. After any disciplinary action is taken, a restoration process must take place to guide the minister willing to engage in a healthy recovery. The Local Council may select other members of MIV to aid in this restoration process.”

MIV Church Members, pastors and leaders may direct any questions or concerns with their direct supervisor or any other MIV leader. We would be happy to address any issues or direct them to the appropriate contact for support.



Local Church Membership

Although Salvation is a requirement for Church Membership, Church Membership is by no means a requirement for salvation. However during the growth of one's relationship with Jesus Christ, one may feel the prompting of the Holy Spirit to show a greater commitment to the church body. If you find yourself asking these questions, "What is my purpose in life?", "How could I get more involved?", "How can I show God that I'm grateful for all He's done for me?", "How can I be a voice in the decisions of this church?" or even, "How can I feel that I'm part of a family?" then you should consider becoming a church member as a first step towards God's service.

A church member shows commitment to the church and to the body of believers. The act of becoming a member is like a public announcement that reads: "I'm here to stay! I am a part of you; you should be here for me and me here for you!" The first century church supported each other's "members" by having fellowship (relationship) with one another, eating together, sharing their belongings, praying for one another and supporting one another so that there was "no need" (Acts 2:41-47). Church membership is a two-way street of being a part of a spiritual family and support system, but also contributing to that spiritual family and support system.

One should be a member first before considering committing to any leadership or service roles: such as door greeting, serving in children's church, ushering, being a part of the worship team, etc. The decision to become a member shows the congregation that you are not a "fly-by-night" type of person, or will not be bouncing from church to church without direction. A church member should be one with stability in their walk with Jesus Christ, one who cares about the church and the community, one who can be trusted with more responsibility, and one who truly believes "this is my family".

Local Church Membership Requirements:

To become a church member, one must first meet these requirements:

- 1) Have accepted the Lord Jesus Christ as YOUR personal Savior and the only way into heaven to be with Him (John 3:16-17).

- 2) Confess Jesus Christ to be LORD of your life, and therefore to submit under His commands, showing a good testimony of Him (Mark 12:28-31, John 14:15).
- 3) Have been baptized in water after your acceptance of Jesus as savior (Acts 2:38, Romans 6:1-14).
- 4) Show in your daily living a genuine repentance of sin and a separation from the world (2 Corinthians 6:17, Romans 12:1-2).
- 5) Agree to the Declaration of Faith.
- 6) Support the pastor's vision for the church and community (Habakkuk 2:2).
- 7) Attend services regularly (Hebrews 10:25).
- 8) Be faithful in your personal tithes and offerings (Malachi 3:8-12, 2 Corinthians 9:7).
- 9) Be willing to represent the church in a positive way, speaking well of the church, the pastor and fellow members (1 Peter 2:1-3, Romans 12:3-5, Romans 16:17-18).
- 10) Be willing to serve the church and community as the opportunity arises, i.e. assisting in church events, helping in the ministry, or praying (John 12:26, Matthew 25:34-40).

Local Church Member Privileges:

Church members will have the following privileges:

- 1) They may be nominated to serve on the church council.
- 2) They may have voting rights during a duly called membership meeting.
- 3) They may be elected to serve different needs of the church.
- 4) They may (under process, direction, evaluation and approval) start or participate in ministry or leadership.
- 5) They may have access to support from the pastor, leaders, or other members of the church.

Transfer of Membership:

A member can transfer membership to another M.I.V. church by obtaining a letter from their pastor to submit to the new church, subject to review and approval.



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Keep in mind we do not share your personal information with others.

If you would like to join us as a visitor to an MIV event or receive our email notices, then please fill out the following questionnaire and return to:

*Life International Ministries
3555 Ironwood Place, Colorado Springs, CO 80910*

President Juan Rubio: 719-510-5840 • miv@q.com

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