

THE ICC HANDBOOK



2024
REV. 01

PURPOSE OF THIS HANDBOOK

The purpose for this handbook is to provide a quick overview of the spiritual and administrative structures of the International Christian Community (ICC). Included in these pages are a short history of the church, its vision, mission, beliefs and how one can be involved in ICC.

Our hope and prayers are that you will find a home away from home in ICC. Please feel free to contact us for more information as to how we can be of assistance to you.

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BRIEF HISTORY OF ICC

ICC was founded by Ravi Chandran and his wife Lillian Leow in July 2002. They felt the inclination to start an interdenominational, English language church in Copenhagen, to reach out to a broader spectrum of the community. From its humble beginnings, today the congregation has local and international members from all walks of life. We are still in contact with many who have had temporary postings in Denmark and moved on.

Therefore, ICC is serving a wide network of contacts among Christians and churches around the world. Nationally, ICC works in co-operation with the national church governing bodies. ICC is a registered entity under Danish church ministry with tax deductible rights and legal permission to conduct weddings. Internationally, we are involved in missions with partners whom we have strong relational ties with.

The vision of the church is to help people get in touch with God, others, and their divine destiny. This is in accordance with our Lord's command to love God with all our hearts, mind, soul and strength and to love our neighbours as ourselves. The church aspires to do this in the most practical and down to earth manner.

We strive to be spiritually natural and naturally spiritual in the process. The church is governed by a board and financial council. Ministries and home groups are co-ordinated by volunteers. Everyone in the congregation is encouraged to be involved in their individual capacities.

Over the past 20 years, ICC has met in a variety of locations. As the church has grown and matured, it became increasingly important to the leadership of ICC, that we not only had a place to meet, but that we additionally had the opportunity to partner with a local Danish church. In February 2022, ICC was warmly welcomed to Kingos Kirke in Nørrebro. Together with our host, we have an alliance built on trust and common values, and a shared vision to better serve and reach out to the local community.

Ravi and Lillian are originally from Singapore. They came from Hindu and Buddhist backgrounds respectively and became the first in their families to convert to Christianity during a period of revival in Asia, in the seventies and eighties. They became missionaries and travelled widely to over 62 countries in Asia, Africa and Europe. They met in Uganda and subsequently married in 1989. Today, they reside in Denmark as Danish citizens with their two sons Prince and Josiah. Ravi has two Ph.D. degrees, one in Theology and another in Christian Counselling. Lillian has a bachelor's degree in biblical studies and is a master's Candidate in Biblical Education.

ICC VISION AND MISSION STATEMENT

VISION

The vision of International Christian Community is 3-fold:

We exist to help you get in touch with God, others, and their divine destiny. This is in accordance with Jesus' command to love God with all our hearts, mind, soul, strength, and others as ourselves. (Mk 12:30-31)

- We aspire to do this in the most simplistic and realistic way possible, according to the Scriptures.
- We believe in being spiritually natural and naturally spiritual, following Biblical principles.

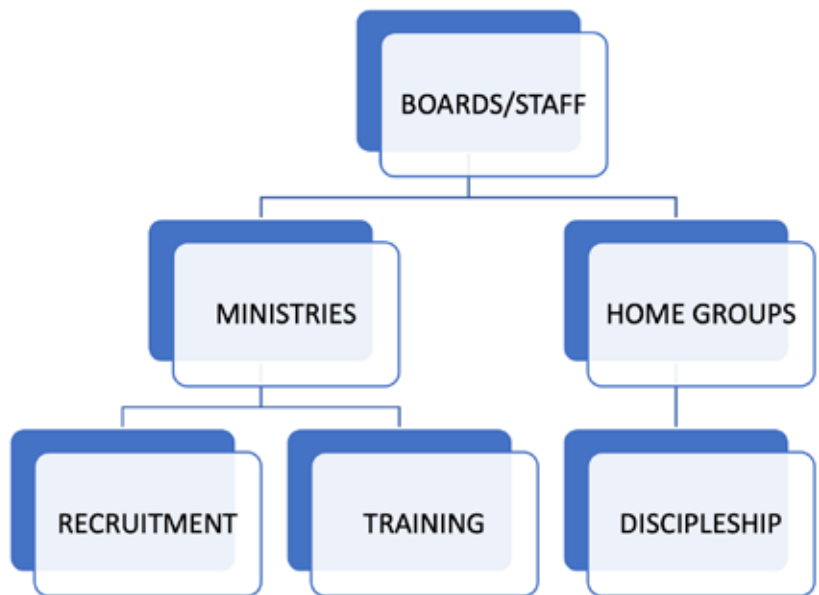
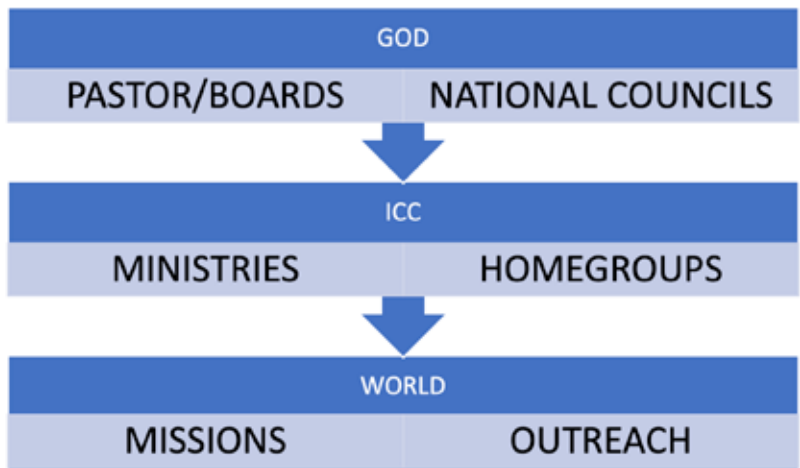
MISSION

To carry out the above vision, the following are objectives aimed at that target.

1. We want to pattern after the early church as shown in the book of Acts (Acts 2:42-47; Acts 4:32-37), growing in bible knowledge, ministry involvement and character development producing wholistic personal growth.
2. We desire each believer to be grounded in the Scriptures. We encourage every disciple to participate in a Bible based curriculum, such as the "School of Practical Christianity".
3. We desire each believer to use their God given motivational, spiritual, and ministerial gifts to serve God in the church, and in their community, fulfilling their divine destiny.
4. We desire to see each believer engaged in a home group where there is love, instruction, fellowship, and evangelism.
5. We desire to network or partner with like-minded congregations nationally and internationally.

ICC STATEMENT OF FAITH

- The one true God who lives eternally in three persons – the Father, the Son and the Holy Spirit.
- The love, grace and sovereignty of God in creating, sustaining, ruling, redeeming and judging the world.
- The divine inspiration and supreme authority of the Old and New Testament Scriptures, which are the written Word of God – fully trustworthy for faith and conduct.
- The dignity of all people, made male and female in God’s image to love, be holy and care for creation, yet corrupted by sin, which incurs divine wrath and judgement.
- The incarnation of God’s eternal Son, the Lord Jesus Christ – born of the virgin Mary; truly divine and truly human, yet without sin.
- The atoning sacrifice of Christ on the cross: dying in our place, paying the price of sin and defeating evil, so reconciling us with God.
- The bodily resurrection of Christ, the first fruits of our resurrection; his ascension to the Father, and his reign and mediation as the only Saviour of the world.
- The justification of sinners solely by the grace of God through faith in Christ.
- The ministry of God the Holy Spirit, who leads us to repentance, unites us with Christ through new birth, empowers our discipleship and enables our witness.
- The church, the body of Christ both local and universal, the priesthood of all believers – given life by the Spirit and endowed with the Spirit’s gifts to worship God and proclaim the gospel, promoting justice and love.
- The personal and visible return of Jesus Christ to fulfil the purposes of God, who will raise all people to judgement, bring eternal life to the redeemed and eternal condemnation to the lost, and establish a new heaven and new earth.



HOME GROUPS

We encourage all in ICC to attend a home group to be connected to a local community for love, instruction, fellowship, and edification. (L.I.F.E) The in-person or online homegroups usually operates between 1-2 hours either weekly or biweekly.

The usual format of teachings is taken from the Our Daily Bread daily devotion. (www.odb.org) We generally start with time of praise/thanksgiving followed by the devotional teaching and discussion topics. The meetings end with praying and ministering to each other.

MINISTRY OF PRAISE

GOAL

The goal of the Ministry of Praise is to lead the congregation in songs of praise during the Sunday services and other occasions.

OBJECTIVES

- While we strive to be excellent in skills, greater emphasis is placed on character of individuals, as you stand before the congregation to minister in a sober act of leading them to the holy of holies to meet Almighty God.
- Team members are expected to be regular in church services, irrespective of being on schedule.
- Members of the team will attend practices when on schedule.
- Those on duty should arrive an hour before service for practice.
- The communication platform created is to be utilised for information regarding the ministry and both responsive and non-responsive communication applies.
- As the Levites of the Scripture had a high moral standard, members of the team should exemplify the highest biblical characteristics in words and deeds.
- It is not ICC's goal to "catch up" with "latest musical trends" but to engage in life transforming praise, personally and corporately, that bears fruits of repentance, prayer, and Christlikeness.
- Experienced members of the team should mentor new members, and occasional group trainings will occur to refresh all members with updates.
- Periodical meetings among team members will occur to evaluate team progress, and synchronisation with ICC's overall vision.
- Disputes regarding ministry should be brought to the attention of the leadership team, and disagreements should be peacefully settled in a biblically agreeable fashion.

MINISTRY OF PUBLIC RELATIONS

GOAL

The goal of the Ministry of Public Relations is to create a conducive and orderly environment for members and visitors of ICC during meetings.

OBJECTIVES

- It is vital for those in the team to fully understand and function in their role before, during and after the meetings in maintaining an atmosphere that is joyful, calm, peaceful and problem solving.
- Team members are expected to be regular in church services irrespective of being on schedule.
- Those on scheduled duty should be in their assigned locations half an hour before service time to warmly welcome people and direct them to available seats in the designated areas.
- Team members should be in position before announcements and offerings, to be well positioned to spot visitors to deliver the visitor's package when directed by the service leader.
- Team members should reach out to the first-time visitors after service, to ensure they are not left alone in the fellowship hall and connect them to relevant nationalities, home groups or ministries where appropriate.
- Team members should remember to return all logistical props back in place before leaving the facilities.
- Experienced members of the team should mentor new members and occasional group trainings will occur to refresh all members with ministry updates.
- Disputes regarding ministry should be brought to the attention of the leadership team and disagreements should be peacefully settled in an agreeable fashion.
- Periodical meetings among team members will occur to evaluate team progress and synchronisation with ICC's overall vision.

MINISTRY OF SECURITY

GOAL

The goal of the Ministry of Security is to ensure a safe environment for members and visitors of ICC during meetings.

OBJECTIVES

- Volunteers placed on schedule will assume their specific position in the church to be the “eyes and ears” of security to ensure a safe environment for all in attendance.
- Team members are expected to be regular in church services irrespective of being on schedule.
- Those on scheduled duty should be in their assigned locations half an hour before service time with their assigned security vest for visibility.
- Team members should inform the leadership of any irregular activity in the congregation that raises questions of security.
- In case of any emergency, local authorities should be contacted immediately.
- Team members should remember to return the vest back in place before leaving the facilities.
- Experienced members of the team should mentor new members and occasional group trainings will occur to refresh all members with ministry updates.
- Disputes regarding ministry should be brought to the attention of the leadership team and disagreements should be peacefully settled in an agreeable fashion.
- Periodical meetings among team members will occur to evaluate team progress and synchronisation with ICC’s overall vision.

MINISTRY OF SOUND PRODUCTION

GOAL

The goal of the Ministry of Sound Production is to set up, produce and monitor sound during meetings and dismantle all equipment used thereafter.

OBJECTIVES

- Team members are to arrive an hour before service to set up appropriate sound equipment for meetings and conduct a sound check before use.
- Team members are expected to be regular in church services irrespective of being on schedule.
- The battery status of appropriate equipment should always be monitored.
- Information needs to be obtained as to what sound set up is needed.
- Always stay on the sound board during meetings to fine tune sound when needed.
- Avoid non-members of the team to “hang around” the sound board as a distraction, let alone interrupt or disrupt the operation.
- Before the service and after the service, play some appropriate Christian music for a soothing environment.
- After the meetings, dismantle all sound equipment and place them back in their appropriate locations before going for fellowship.
- Please inform the leadership of any malfunctioning equipment so that it can be brought to the attention of the owners of the equipment.
- Experienced members of the team should mentor new members and occasional group trainings will occur to refresh all members with updates.
- Periodical meetings among team members will occur to evaluate team progress and synchronisation with ICC’s overall vision.
- Disputes regarding ministry should be brought to the attention of the leadership team and disagreements should be peacefully settled in an agreeable fashion.

MINISTRY OF VIDEO RECORDING

GOAL

The goal of the Ministry of Recording is to record audio visual images of mainly the preaching of Sundays for purposes of live FB broadcasting and archiving in YouTube.

OBJECTIVES

- Team members will go through a training process to learn how to operate and monitor equipment.
- Team members are expected to be regular in church services irrespective of being on schedule.
- After training, a schedule will be made to assign duties.
- Those on duty must arrive on time for set up and leave after dismantling all equipment.
- When on duty, please always stay behind the camera while recording, and never abandon your post.
- Follow the preacher actively while they move around on the stage to avoid blank screens.
- Recordings will either be streamed “live” or edited for streaming later, depending on the occasion.
- We have a growing number of online and after-viewers, so we want to give them the best possible image, sound and quality production that is second to none.
- From time to time, team trainings will be organised to update and upgrade production.
- Members will be kept updated regarding upgrading of hardware/software and to refresh members on new operational skills.
- Experienced members of the team should mentor new members and occasional group trainings will occur to refresh all members with updates.
- Periodical meetings among team members will occur to evaluate team progress and synchronisation with ICC’s overall vision.
- Disputes regarding the ministry should be brought to the attention of the leadership team and disagreements should be peacefully settled in a biblically agreeable fashion.

MINISTRY OF LIVE STREAMING

GOAL

The goal of the Ministry of Live streaming is to broadcast recordings of partial or complete Sunday's services to current platforms employed.

OBJECTIVES

- Team members will go through a training process to learn how to operate and monitor equipment.
- Team members are expected to be regular in church services irrespective of being on schedule.
- After training, a schedule will be made to assign duties.
- Those on duty must arrive on time for set up and leave after dismantling all equipment.
- When on duty, please monitor streaming software, sound, and video quality without leaving your post.
- Switch between cameras and multimedia appropriately, where applicable, to enhance dynamic viewing.
- The editing of the sermons for other purposes will be done by team leader.
- We have a growing number of online viewers, so we want to give them the best possible image, sound and quality production that is second to none.
- From time to time, team trainings will be organised to update and upgrade production.
- Members will be kept updated regarding upgrading of hardware/software and to refresh members on new operational skills.
- Experienced members of the team should mentor new members and occasional group trainings will occur to refresh all members with updates.
- Periodical meetings among team members will occur to evaluate team progress and synchronisation with ICC's overall vision.
- Disputes regarding ministry should be brought to the attention of the leadership team and disagreements should be peacefully settled in a biblically agreeable fashion.

MINISTRY OF MULTIMEDIA

The goal of the Ministry of Multimedia is to project multimedia data for the congregation to follow during meetings.

GOAL

- Members of the team should have basic knowledge of the operational software being used.
- Team members are expected to be regular in church services irrespective of being on schedule.
- Setting up, monitoring and dismantling hardware, such as the screen, are among their duties.
- Schedules for duty members will be assigned and the equipment must be set up, ready to operate an hour before service.
- Members should take the initiative to familiarise themselves with songs and bible versions and project them in a legible format ensuring the fonts are of equal size, visible to the congregation, and without spelling errors.
- The Mac Pro used for this purpose should have software update done periodically, so those on duty should ensure updates are done before time and not during operation.
- Team members are to return equipment back to their designated location and inform team leader of any malfunctioning equipment for repair/replacement.
- Experienced members of the team should mentor new members and occasional group trainings will occur to refresh all members with updates.
- Periodical meetings among team members will occur to evaluate team progress and synchronisation with ICC's overall vision.
- Disputes regarding ministry should be brought to the attention of the leadership team and disagreements should be peacefully settled in a biblically agreeable fashion.

MINISTRY OF HOSPITALITY

GOAL

The goal of the Ministry of Hospitality is to help provide the congregation with refreshments to enhance cosy fellowship before or after meetings.

OBJECTIVES

- Team members will be placed on setup and dismantling schedules.
- Team members are expected to be regular in church services irrespective of being on schedule.
- Those on duty should help prepare/clear up refreshments before/after meetings.
- Coffee, tea, juice, sugar and milk are prepaid by ICC to Kingos, so we could use their stock. Refreshments purchased for meeting, such as cookies and cakes will be refunded by ICC to members on duty who purchase these items. Please pass on receipt to Andy Bowler, who will ensure refund. During bigger meetings with elaborate food and drinks setup, other team members or volunteers from the congregation should be recruited in advance as extra helping hands.
- Experienced members of the team should mentor new members and occasional group trainings will occur to refresh all members with updates.
- Periodical meetings among team members will occur to evaluate team progress and synchronisation with ICC's overall vision.
- Disputes regarding ministry should be brought to the attention of the leadership team and disagreements should be peacefully settled in a biblically agreeable fashion.

MINISTRY OF PRACTICAL CARE

GOAL

The goal of the ministry is to help prepare the church for meetings, special occasions, and prepare monthly communion.

OBJECTIVES

- To form a team that enjoys making the house of God look clean, lovely, and appropriate for meetings.
- Team members are expected to be regular in church services irrespective of being on schedule.
- Turn up an hour earlier on meetings to set up pulpit, light candles, and ensure the rubbish bins in toilets are not overflowing from previous service and ensure there is soap, extra toilet rolls and paper towels in the 2 toilets.
- To prepare monthly communion, and ensure stocks are available for the following months.
- To help replace all items used after regular meetings.
- Experienced members of the team should mentor new members and occasional group trainings will occur to refresh all members with updates.
- Periodical meetings among team members will occur to evaluate team progress and synchronisation with ICC's overall vision.
- Disputes regarding ministry should be brought to the attention of the leadership team and disagreements should be peacefully settled in a biblically agreeable fashion.

MINISTRY OF CHILDREN, YOUTH AND YOUNG ADULTS

GOAL

The goal of the Ministry of Children, Youth and Students 18+ is to provide Bible based programs appropriate for each group.

OBJECTIVES

- Children will be placed in various age groupings with appropriate programs to help them develop spiritually.
- Team members are expected to be regular in church services irrespective of being on schedule.
- Youths will have periodical meetings to connect with each other and discuss spiritual issues related to their age group.
- Students 18+ will have periodical meetings to fellowship and discuss relevant biblical topics.
- Experienced members of the team should mentor new members and occasional group trainings will occur to refresh all members with updates.
- Periodical meetings among team members will occur to evaluate team progress and synchronisation with ICC's overall vision.
- Disputes regarding ministry should be brought to the attention of the leadership team and disagreements should be peacefully settled in a biblically agreeable fashion.

MINISTRY OF PRAYER AND INTERCESSION

GOAL

The goal of the Ministry of Prayer and Intercession is to gather people with a burden to intercede on behalf of the saints and stand in the gap for the congregation in prayer.

OBJECTIVES

- Team members will gather weekly before service to pray for relevant needs for the church.
- Team members are expected to be regular in church services irrespective of being on schedule.
- Team members will conduct occasional All-Night or evening Prayer meetings and engage members of the congregation to participate.
- Team leader will help promote and update the 24-hour prayer clock and 7 day fasting schedule.
- Team members will be available to help minister in prayer before or after gatherings.
- Sunday intercession facilitator will also pray for service during pre-service briefing.
- Experienced members of the team should mentor new members and occasional group trainings will occur to refresh all members with ministry updates.
- Periodical meetings among team members will occur to evaluate team progress and synchronisation with ICC's overall vision.
- Disputes regarding ministry should be brought to the attention of the leadership team and disagreements should be peacefully settled in a biblically agreeable fashion.

MINISTRY OF SCHEDULING

GOAL

The goal of the ministry is to produce a master ministry schedule every quarter.

OBJECTIVES

- Team members will gather ministry schedule from each ministry co-ordinators.
- Contact details of ministry members will be placed in a separate list.
- Team members are expected to be regular in church services irrespective of being on schedule.
- The quarterly schedules will be sent to the pastor with updated data.
- Pastor will send weekly information to all engaged in service to ensure smooth operation among all ministries.
- Experienced members of the team should mentor new members and occasional group trainings will occur to refresh all members with ministry updates.
- Periodical meetings among team members will occur to evaluate team progress and synchronisation with ICC's overall vision.
- Disputes regarding ministry should be brought to the attention of the leadership team and disagreements should be peacefully settled in a biblically agreeable fashion.

MINISTRY OF PHOTOGRAPHY

GOAL

The goal of the ministry is to capture selected images from meetings etc. for use on social media, multimedia and archive purposes.

OBJECTIVES

- Team members will be placed on a schedule for duty.
- Team members are expected to be regular in church services irrespective of being on schedule.
- Your own mobile device can be used for the operation, or an alternate device may be provided by ICC.
- Images captured should be self-edited before sending to coordinator.
- In a regular service, though you may capture more than 30 images, we only use between 20-30 for posting so quality rather than quantity needs to be in focus.
- Be sensitive to those who would not like their images posted.
- ICC policy states that both video and still images will be captured during our services.
- All images captured on Sunday afternoon needs to be submitted by that evening or latest Monday morning for posting.
- Archived images will be kept for picture book production on greater events.
- Periodical meetings among team members will occur to evaluate team progress and synchronisation with ICC's overall vision.
- Disputes regarding ministry should be brought to the attention of the leadership team and disagreements should be peacefully settled in a biblically agreeable fashion.

ICC MISSIONS PARTNERS

Karel and Darina Sedlacek, Czech Republic

Karel and Darina are the founders of the Czech Bible Championship. The last championship was held in the Czech Senate with senators and the Ambassador of Israel as keynote speakers. More information on the Bible Championship can be obtained at: <http://link.ezzenz.dk/biblechamp>. Karel and Darina are involved in Couple Seminars and monthly Christian Radio program called Jews and Us. Darina is active in Intercession Ministry and caring for elderly persons in hospice. Karel is involved in faith-based advocacy and serves as a voluntary Director of the Czech Parliamentary Israel Allies and Managing vice-chairman of the Czech Friends of Israel Association.

Ezra, Malaysia

Emmanuel Church is a community church in Kota Kinabalu, Sabah. It has two services on Sundays at Suria Inanam, namely 8.30 AM Bahasa Malaysia service and 10.30 AM English-Chinese combined service. Besides Sunday services, members meet in Connect Groups on weekdays. Our combined prayer and intercessory meetings are on Tuesdays 6 AM and Fridays 8 PM. Ezra served together with Ravi in Uganda as a missionary.

David Zadok, Israel

David is pastoring the oldest Messianic Jewish Congregation in Jerusalem called Grace and Truth. He is also responsible for the publishing house Hagefen Publishing putting out great Christian Literature in Hebrew and other languages. David was the keynote speaker in ICC's 15th Anniversary and travels worldwide to teach and preach about Yeshua as the Messiah. We are honoured and privileged in ICC to be a blessing to Israel.

Joshua Appiah, Ghana

Joshua Appiah is the lead pastor and founder of Gospel Partners Ministry. Gospel Partners Ministry is a Christian outreach ministry, which focuses on carrying out evangelism and gospel mission's activities in the rural areas in Ghana, planting churches, organizing evangelism and gospel mission's conferences for pastors from different churches to be taught and supported for global missions and evangelism. Gospel Partners Ministry has also established a Non-Governmental and Non-Profit making basic school to help the needy and less privileged children in and around the Amanfro Community, off the Adenta Oyibi road, a suburb of Accra. Joshua works with the Ghana Revenue Authority (GRA) and holds the rank of Principal Revenue Officer in charge of Monitoring and Evaluation (M&E) in GRA. Joshua's wife, Hilda, is a Lawyer by profession and works with Ecobank Ghana Ltd. as the deputy head of the Legal Department of the bank.

Arasu Vellasamy, Uganda

Arasu Vellasamy is a former missionary to Uganda among other countries. Currently a lay person based in Holland, he conducts regular trips to Uganda with a team of volunteers to help construct buildings in rural areas which are used for orphanage children school in collaboration with Edukey. Out of his own initiative, he raises funds in various ways and means from selling food to organising communal activities where well wishes support this mission. He is not intimidated by his lack of education, let alone challenges with literacy, but uses all his knowledge and skills in construction and maintenance to literally help build the church of Jesus Christ wherever he goes.



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