**AUGSBURG LIST OF CLERGY**

**Augsburg Lutheran Churches**

**Colloquy Process and Requirements to be listed on the Augsburg List of Clergy:**

Send items #1 through #5 to the Augsburg Ministry Committee. Applicants will be contacted to make the necessary arrangements for the colloquy meeting.

* + 1. Signed Clergy Subscription (see Constitution 3.04) and Credentials Checklist. Clergy listed on the Augsburg List of Clergy must serve a church under a letter of call, or be qualified and available to serve a church when called. Military Chaplains serve under the call of a church that officially deploys them to serve in a branch of the Armed Forces of the United States of America.
		2. Submission of the following documents
1. Completed personal application for admission to the Augsburg List of Clergy
2. Resume and photo
3. Release of information for a background check
4. Letters of recommendation from a teacher, a pastor, a coworker and one other character references from non-relatives
	* 1. Written autobiographical statement of faith (at least 1000 words).
		2. Written paper on the applicant’s personal interpretation of the Augsburg Lutheran Churches’ teaching document, “Our Declaration” (at least 1000 words).
		3. Written responses to each of the colloquy questions.
		4. Participation in a colloquy conducted by a colloquy board selected by the Ministry Committee.
		5. Endorsement for call by the Joint Council of the Augsburg Lutheran Churches (see list of credential requirements below).

**Credentials Required by Augsburg Lutheran Churches to be Certified for Call:**

Clergy listed on the Augsburg List of Clergy have completed the colloquy process, received recommendation for inclusion on the Augsburg List of Clergy from the Ministry Committee, and been approved for acceptance to the Augsburg List of Clergy by the Joint Council.

Acceptance to the Augsburg List of Clergy denotes the Certification and Endorsement of the Augsburg Lutheran Churches that the candidate is fully qualified to perform the functions of a pastor or chaplain. Clergy “Certified for Call” and listed on the Augsburg List of Clergy, have obtained the following credentials:

* 1. Baccalaureate (undergraduate) degree from an accredited college or university.
	2. Master of Divinity degree or its equivalent which will entail the successful completion of 3 in-resident years of graduate professional study in theology and related subjects at an accredited graduate divinity school or seminary.
	3. Certificate of Ordination or Ratification of Call (transfers), or be Endorsed by the Ministry Committee (“Certified for Call”) after the colloquy.
	4. Colloquy documents completed under the auspices of the Augsburg Ministry Committee.
	5. Signed Clergy Subscription form and written application to have one’s name included on the Augsburg List of Clergy.

**Article 3.04. of the Augsburg Constitution**: **Augsburg Lutheran Churches shall establish Ministry Standards, and shall maintain a list (Augsburg List of Clergy) of men and women properly called to the public ministry of Word and Sacrament as well as a list of qualified men and women available for such a call. A person carried on the Augsburg List of Clergy shall⎯**

1. **Uphold and subscribe to the Statement of Faith and Statement of Purpose;**
2. **Comply with the Augsburg Ministry Standards;**
3. **Abide by the other provisions of the Augsburg Constitution;**
4. **Affirm the Augsburg Teaching Documents; and**
5. **Be subject to discipline as set forth in the Augsburg Ministry Standards.**

**COLLOQUY DOCUMENTS**

Write an autobiographical faith statement, a paper on your interpretation of "Our Declaration," and respond to the enclosed colloquy questions. The colloquy documents may be completed in a Word document and returned via email as an attachment.

**COLLOQUY QUESTIONS**

1. What is your understanding of God’s call to the office of the public ministry of word and sacrament? What external events have confirmed your understanding of this call?

2. What gifts of ministry do you have that you believe would contribute to the future of Augsburg Lutheran Churches?

3.  What do you see as your personal strengths and weaknesses as a pastor?

4. Describe what you believe is at the heart of pastoral ministry**.**

5. What do you believe is the most challenging aspect of ministry as a pastor?

6. Define the distinction between Law and Gospel and how this distinction functions in the ministry of word and sacraments.

7. What is your understanding of the sacrament of Holy Baptism, and how does that relate to infant baptism?

8. What is your understanding of the sacrament of the Lord’s Supper? And how do you understand the distinction between “benefit” and “sacrifice” of this sacrament?

1. What is your understanding of the office of preaching and absolution? (reference the ALC teaching documents: “our Declaration” and “The Ministry of Word and Sacrament”)
2. What is your understanding of "Justification by Faith Alone"?
3. What is your understanding of "the Christian church"?
4. What is your understanding of false teaching? (e.g., the role of false teaching in *CCM* and the GLBT agenda.)
5. Describe what you believe is the authority of scripture.
6. Why do you want to join Augsburg Lutheran Churches?
7. How do you intend to encourage the priesthood of all believers in your congregation?
8. What is the most effective way to share the good news of Christ in your locale?

**Augsburg Lutheran Churches**

**Administrative Offices: P. O. Box 12254 • El Paso, TX 79913-0254**

**Clergy Subscription**

In the name of the Father and of the Son and of the Holy Spirit.

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (name)

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (city/state)

In the conviction that God has called me through the Lordship of His Son Jesus Christ and the guidance of His Holy Spirit to confess the gospel in its purity, I give thanks to God for his continual faithfulness, and hereby

* Uphold and subscribe to the Augsburg Statement of Faith and Statement of Purpose
* Comply with the Augsburg Ministry Standards
* Abide by the other provisions of the Augsburg Constitution
* Affirm the teaching documents of the Augsburg Lutheran Churches as valid readings of the Holy Scriptures and the Lutheran Confessions, and
* Be subject to discipline as set forth in the Augsburg Ministry Standards.

I hereby apply for my name to be included in the Augsburg List of Clergy.

 by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Dated

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Street Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Zip:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Church Name & Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[ ] I am serving under a letter of call [ ] I am available to serve under a letter of call **Augsburg Lutheran Churches**

**Administrative Offices: P. O. Box 12254 • El Paso, TX 79913-0254**

##### Credentials Checklist

## Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Undergraduate degree

 University / College \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Year graduated / degree \_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Seminary MDiv degree (or equivalent?)

 Seminary / Institution name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Year graduated / degree \_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Colloquy completed by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ on \_\_\_\_ / \_\_\_\_ / \_\_\_\_
2. Ordained by Pastor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ on \_\_\_\_ / \_\_\_\_ / \_\_\_\_

 Endorsed as a candidate for a call on \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Signed “Clergy Subscription” form and written application on \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ dated \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The Ministry Committee hereby recommends that this candidate be added to Augsburg List of Clergy available for a call to the public ministry of Word and Sacrament through the Augsburg Lutheran Churches.

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ dated \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Enclosures:

[ ] Copy of diploma or certified transcript from college

[ ] Copy of diploma or certified transcript from seminary

[ ] Colloquy documents

[ ] Copy of Ordination Certificate or Ratification of Call Certificate

[ ] Original signed Clergy Subscription to Statement of Faith and Statement of Purpose, etc.

[ ] Application and Confidential Data Form with release of information for background check

 **Augsburg Lutheran Churches**

**Administrative Offices: P. O. Box 12254 • El Paso, TX 79913-0254**

**APPLICATION: CONFIDENTIAL DATA**

Please Print all the following information

Section I: Personal Data

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone Number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-mail\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ SSN\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Drivers License Number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Issuing State\_\_\_\_\_\_\_\_\_\_\_\_

Are you Ordained? \_\_\_yes \_\_\_no Are you a College Graduate? \_\_\_yes \_\_\_no

Are you a seminary graduate?\_\_\_yes \_\_\_no Do you have a unit of CPE?\_\_\_yes \_\_\_no

Are you a church staff minister? \_\_\_yes \_\_\_no

Give title of area of ministry\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Have you ever been convicted of or pleaded guilty to a crime? (Yes/No) Attach explanation for “Yes”.

Please answer sections II through V on the back of this page or via an attachment. Read and sign the paragraph at the bottom of page two of this form. You may also attach a resume. If any of the information requested in Sections II, III, or IV is provided on the resume, it may be omitted.

Section II: Church Affiliation

***Signed and completed Clergy Subscription form.*** Give the name of the church body you are currently affiliated with and the name of the person to contact regarding this change.

Section III: Education

***Complete the Credentials Checklist.*** Give the name, location, major, and degree from your college and seminary. Give the place where you took CPE (and/or other training). If you do not have CPE, explain any other relevant experience.

Section IV: Resume and Photo

***Provide resume and photo.***List all employment beginning with current employer. Name, Address, Phone Number, E-mail, Supervisor, Responsibilities, Reason for Leaving

Section V: References

***Provide letters of recommendation from a teacher, a pastor, a coworker and one other character reference from non-relatives.*** Provide the Names, addresses, occupation, and phone numbers of all references.

Section VI: Narrative

***Provide an autobiographical faith statement, a paper on “Our Declaration” and answer the colloquy questions.*** What qualifies you for the public ministry? Are you aware of anything in your past that might impede your ministry or cause offense? For example:

* Do you have any history of substance or alcohol abuse?
* Do you have any history of abusive or violent behavior?
* Do you have any history of sexual perversion, sexual addiction or homosexual behavior?
* Do you have any history of mental illness?
* Do you have any history of bad credit, foreclosure, bankruptcy or fiduciary irresponsibility?
* Except for minor traffic offenses, have you ever been accused or convicted of a crime?

If so, explain.

Note any special requirements or limitations such as geography, constraints on time, salary, housing, etc.

**Applicant’s Statement**

The information contained in this application and attachments is correct to the best of my knowledge. I authorize any references, persons who have personal knowledge of me, employers, educational institutions, or churches to give you any information (including opinions) that they may have regarding my character, performance, and fitness. In consideration of the receipt and evaluation of this application by the Augsburg Lutheran Churches, I hereby release any individual, church, charity, employer, reference, or any other person or organization, including record custodians, both collectively and individually, from any and all damages of whatever kind or nature which may at any time result to me, my heirs, or family, on account of compliance or any attempts to comply, with this authorization. I waive any right that I may have to inspect any information provided about my by any person or organization identified by me in this application.

Should my application be accepted, I agree to be bound by the policies of Augsburg Lutheran Churches and its member churches, including the prohibition of sexual misconduct.

Appilicant’s Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Witness Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Return this form to: Rev. Lenae C. Rasmussen

 6320 Pino Real Drive

El Paso, TX 79912

Phone / Fax: (915) 238-9000

Email: **pastorlenae@gmail.com**

Note: The following Authorization and Request for Criminal Records Check and Authorization to Release Information form must be completed and returned with application before employment or contract for services may be extended to applicant.

###### AUTHORIZATION AND REQUEST FOR CRIMINAL RECORDS CHECK

I hereby request the (List State of residency) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State Police to release any information which pertains to any record of convictions contained in its files or in any criminal file maintained on me whether local, state, or national. I hereby release said State Police from any and all liability resulting from such disclosure.

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print Maiden name if applicable\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print all aliases\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print Date of Birth\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Place of Birth\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Social Security Number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Today’s Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_