

**Credentialing of Intentional Interim Ministers**  
**Statement of Purpose and Process**  
**LCMS Interim Ministry Conference**

**Purpose**

The purpose of credentialing Intentional Interim Ministers is to establish and maintain a roster of specifically trained and experienced LCMS ministers for transitional ministry to serve congregations that are seeking such service under the guidance of and recommendation of their District Presidents. Further, the purpose of credentialing is to accommodate the specific guidelines as approved by the LCMS Council of Presidents in action taken by the Council on April 9, 2000.

**Process**

Each applicant for credentialing should have familiarized himself with the document: *Guidelines for the Training and Credentialing of Intentional Interim Ministers in the Lutheran Church-Missouri Synod*. This document, as well as an application for credentialing, is available from the LCMS Interim Ministry Conference at [info@InterimMinistryLCMS.org](mailto:info@InterimMinistryLCMS.org).

Requirements for *initial credentialing* include the following:

- A completed request for initial credentialing on the form supplied by the Credentialing Committee
- Recommendation of the District President in whose District the applicant currently holds membership
- A minimum of ten years of pastoral service with LCMS congregations
- Completion of a Basic Education training course under the aegis of an approved training provider as identified in the Guidelines document, and submission of a copy of the certificate awarded at completion of the course
- Completion of at least one intentional interim ministry assignment
- Copy of check, acknowledgement of payment, or payment of the \$70 annual interim dues. The check is to be made payable to “LCMS Interim Ministry Conference”
- A non-refundable \$50 application fee must accompany the application. The check is to be made payable to “LCMS Interim Ministry Conference”

Upon approval, a Certificate of Approval will be issued by the Credentialing Committee.

Requirements for *ongoing credentialing (renewal)* include the following:

- Continuing, full and current dues paid to the LCMS Interim Ministry Conference
- Attendance at a minimum of one annual meeting of the LCMS Interim Ministry Conference every three years
- A completed request for ongoing credentialing (renewal) on the form supplied by the Credentialing Committee
- Identification of at least two completed or current interim assignments in the past three years
- Documentation of the CEUs earned (a minimum of three CEUs are to be earned triennially)
- Copy of the current Certificate of Approval issued by the Credentialing Committee
- A non-refundable \$50 application fee must accompany the application. The check is to be payable to “LCMS Interim Ministry Conference”

**Requirement for Interim Ministry Specialist**

Those requesting to be credentialed not only as an Intentional Interim Minister, but as an Interim Ministry Specialist are required to submit proof of having completed 30 hours of continuing education in their area(s) of specialty and having served a congregation which had a need for that specialty.

**LCMS Interim Ministry Conference  
 Credentialing of Intentional Interim Pastors  
 Request for Ongoing Credentialing**

Level of Service Status for which you are applying:

\_\_\_A. Intentional Interim Minister; \_\_\_B. Interim Ministry Specialist

Name \_\_\_\_\_ Birth Date \_\_\_\_\_

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

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

Phone (Home) (\_\_\_\_) \_\_\_\_\_ Cell (\_\_\_\_) \_\_\_\_\_

E-Mail Address \_\_\_\_\_

District Membership \_\_\_\_\_

List the most recent Intentional Interim pastoral experience:

| <u>Congregation</u> | <u>City &amp; State</u> | <u>District</u> | <u>Date</u> |
|---------------------|-------------------------|-----------------|-------------|
| _____               | _____                   | _____           | _____       |
| _____               | _____                   | _____           | _____       |
| _____               | _____                   | _____           | _____       |

Interim Continuing Education Units Earned

| <u>CEUs</u>   | <u>Dates</u>  | <u>Provider/Title of Event/Workshop (include certificate copies)</u> |
|---------------|---------------|----------------------------------------------------------------------|
| <u>Earned</u> | <u>Earned</u> |                                                                      |
| _____         | _____         | _____                                                                |
| _____         | _____         | _____                                                                |
| _____         | _____         | _____                                                                |
| _____         | _____         | _____                                                                |
| _____         | _____         | _____                                                                |

Credentialing renewal qualifies you to be on the IMC Registry. It is an online database where your name, interim training and experience are available, confidentially, to all District Presidents.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

## **Checklist of Documentation to Include With Your Application**

(Keep this checklist and copies of everything you send)

- \_\_\_\_\_ Application form
- \_\_\_\_\_ Copy of current Certificate of Approval
- \_\_\_\_\_ Documentation of at least three (3) completed CEUs in the last three years
- \_\_\_\_\_ Documentation of attendance of at least one national IMC meeting in the last three years
- \_\_\_\_\_ Letter of recommendation from the District President
- \_\_\_\_\_ \$50 application fee payable to: LCMS Interim Ministry Conference
- \_\_\_\_\_ Copy of check, receipt, or payment of \$70 annual dues.  
If not current for this year include your payment with this application.  
Make check payable to: LCMS Interim Ministry Conference  
The credentialing application fee and annual dues can be paid with one check

Mail to: LCMS Interim Ministry Conference  
c/o Rev. Craig A. Patterson  
6108 Trailhead Road, Highlands Ranch, CO 80130

Pastor Patterson can be contacted at: 720-314-2492

Credentialing Committee Members  
Rev. Craig A. Patterson, (Convener, Board member)  
Rev. Dan May (President, Indiana District, Appointed to the IMC Board)  
Rev. Bob Fickenscher (Interim Minister appointed to the credentialing committee)

Revised: May, 2014