

(This document contains
the Manual of Operations for the+)
LUTHERAN DEAF MISSION SOCIETY
HANDBOOK

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ARTICLE 1
Purposes of LDMS

The purposes of LDMS as stated in the *Articles of Incorporation*, Article VII are:

- A. The corporation is organized and will be operated for purposes that are described in section 501(c)(3) of the Code. Without limiting the generality of the foregoing, the purposes of the corporation will be to help deaf persons know Jesus Christ as their Lord and Savior and serve Him in their daily lives.

The purpose of LDMS as further stated in the *Bylaws*, Article II, is:

2.1. Purposes of Ministry

- 2.1.1. Help more Deaf People (and their families) see Jesus Christ as their Lord and Savior (Evangelism and Christian Education)
- 2.1.2. Help More Deaf People serve Jesus Christ as His redeemed people (Stewardship and Leadership training)

The following give more definition to the Purposes of LDMS:

- 2.1.3 To assist LCMS Congregations to provide ministry for Deaf persons within their congregational life;
- 2.1.4 To provide in-service training for interpreters of congregational activities including Deaf persons. This will happen in partnership with the Concordia Interpreters Training Institute at Concordia Theological Seminary, Ft. Wayne;
- 2.1.5 To assist Deaf persons to be equipped as congregational organization leaders and as theological leaders through **DeafPah!**;
- 2.1.6 To assist Deaf persons to participate in the **Deaf Institute of Theology** at Concordia Seminary, St. Louis so that they can become commissioned or ordained leaders in their congregation;
- 2.1.7 To provide opportunities for Deaf leaders to continue to grow in knowledge and skills through the **Ephphatha Professional Conference**;
- 2.1.8 To assist the LCMS Districts in the evaluation, planning, and funding of Deaf Missions within their District; and
- 2.1.9 To provide assistance to LCMS Partner Churches for theological training for Deaf individuals. (See also Appendix One)

For a summary of the Organization of LDMS, see Appendix two

ARTICLE II
Affiliated Member Congregations

2.1. Membership agreement.

All Affiliated Member Congregations are subject to the terms of a membership agreement between each Congregation and LDMS. (See list after 2;6).

2.2 Responsibilities

At the annual meeting of the Representatives of the Affiliated Member Congregations they shall vote on:

2.2.1 The Board of Directors

The Representatives will vote to accept or reject the slate of candidates for the Board of Directors nominated by the Board of Directors. [cf. 3.4]

2.2.2 Bylaws

Proposed changes to the Articles of Incorporation, or the Bylaws shall be presented to the Representatives at the Annual Meeting. Any such approval shall be by two-thirds (2/3rds) of the persons voting.

2.2.3 Handbook

All changes to the *Handbook* shall be annually given to the Representatives for their information. If there is no disagreement registered, the changes stand.

2.2.4 Annual Budget

The Annual Budget shall be submitted to the Annual Meeting of the Representatives for their approval.

2.3 Completion of Term of Service as an Affiliated Member Congregation:

Each Affiliated Member Congregation shall serve a three (3) year term as a Member Congregation. The Congregation may apply again, sign the membership agreement and continue with no term limitation.

2.4 Termination of Members:

Affiliated Congregational Membership in LDMS shall terminate for any one of the following reasons:

2.4.1 Voluntary resignation by a Congregation When a congregation should withdraw membership in the LCMS.

2.4.2 Failure to meet conditions of the Congregational Membership agreement and to cooperate with the other member congregations in furthering the aims of LDMS or to work in a way that is detrimental to the good name and effectiveness of LDMS as determined by the Board of Directors and other member congregations.

2.5 Annual Meetings (*Bylaw* 4.3b):

2.5.1 One of the Affiliated Member Congregations shall be invited and encouraged to host the annual meeting near its home church.

2.5.2 During the event, the delegates will meet to carry out business.

2.5.3 There will also be a Mission Festival inviting all congregations to gather and rejoice in God's blessings that "the Deaf hear the Words of a Book." Isaiah 29:18

2.5.4 Regional Congregations serving Deaf people shall be encouraged to bring a choir to join in the celebration.

2.6 List of Affiliated Congregations:(2.1)

Charter Members (April 25, 2009):

Calvary (Deaf), Des Moines, Iowa;

Emmanuel (Deaf), West Allis (Milwaukee), Wisconsin;

Holy Cross (Deaf), St. Louis, Missouri;

Lutheran Church of the Resurrection Sunset Hills (St. Louis), Missouri;

Our Savior (Deaf), Madison, Wisconsin;

Prince of Peace (Deaf), Arden Hills (Minneapolis); Minnesota; and

St. John, Chester, Illinois.

ARTICLE III
Board of Directors

- 3.1 Qualifications for Directors: Affairs of LDMS shall be managed by a Board of Directors. Directors must be members in good standing of congregations of the LCMS. They may be members of an Affiliated Member Congregation, but may also be members in good standing of another LCMS congregation provided their service is recommended by their Pastor or Board of Elders.
- 3.2 Number of Directors: LDMS shall have not less than three (3) nor more than ten (10) directors. This number may be subsequently fixed or amended by the Affiliated Member Congregations.
- 3.3 Nomination: Any person qualified to be a Director under these Bylaws, that is, a member in good standing of an LCMS congregation, may be nominated by the method of nomination authorized and openly communicated by the Board of Directors.
- 3.3.1 Nominations for the Board of Directors:
Three months before the annual meeting of the Affiliated Member Congregations, the Executive Director shall send out a letter to all Affiliated Member Congregations (2.1) , Partnership Congregations (12.1), and Partnership Organizations (12.2) asking for nominations for members of the Board of Directors. Each nominee shall have given written permission to be nominated and include a letter of recommendation by the Pastor of the Congregation where she/he worships.
- 3.3.2 Voting:
During an annual meeting of the Affiliated Member Congregations, the representatives will vote on the slate of persons nominated to serve on the Board of Directors. This is a simple vote of approval or non-approval of the slate. No nominations are permitted at the time of the vote.
- 3.4 Elections: The Directors shall be elected by the Affiliated Member Congregations as prescribed in Section 2.5 of this *Handbook*. The candidates receiving the highest number of votes for the open position(s) for the number of directors to be selected, are elected. Directors shall be eligible for reelection to serve a total of two consecutive terms provided they continue to meet the qualifications required by this *Handbook*. All persons elected to the Board of Directors, except to fill a vacancy, shall serve terms of three (3) years. (Term limit)
- 3.5 Vacancies: Any vacancies on the Board of Directors, or an Officer positions shall be filled by a majority vote of the Board of Directors. Candidates on the most recent nominations list shall be considered first. The Director or Officer so elected by the Board of Directors shall fill the vacancy for the remainder of the unexpired term.
- 3.6 Officers: The Board of Directors at its first meeting after the Annual Meeting of the Affiliated Congregations shall elect from among themselves a Chairman and Secretary.
- 3.7 Meetings: Regular meetings of the Board of Directors shall be held semi-annually at the times, dates, and location to be determined by the Board. A Director may attend a regular meeting by teleconference if previously arranged by the Executive Director or Chairman. Special meetings of the Board of Directors may be called by the Executive Director and the President or by any three Directors. Each director shall be notified of such a meeting.
- 3.7.1 A majority of the authorized number of Directors constitutes a quorum of the Board of Directors for the transaction of business, except as hereinafter provided.
- 3.7.2 Except as otherwise provided in the *Articles of Incorporation, Bylaws*, or by Law, every act of decision done or made by a majority of the Board of Directors present at the meeting duly held at which a quorum was initially present may continue to transact business notwithstanding the withdrawal of members. Any action taken shall be subsequently approved at the next meeting by at least a majority of the required quorum for such meetings, or such greater number as is required by Law; the *Articles of Incorporation*; or the *Bylaws*.

3.7.3 Action without a Meeting: Any action required or permitted to be taken by the Board of Directors may be taken without a meeting, if a majority of the members of the Board of Directors individually or collectively consent in writing or by electronic means to such action. Such consent or consents shall be filed with the minutes or the proceedings of the Board of Directors. Such action by written consent or electronic means shall have the same force and effect as a unanimous vote of such Directors.

3.8 Resignation: Any member of the Board of Directors may resign upon giving written notice to the President, Secretary, or the Board of Directors. The Board of Directors shall choose a successor. If the resignation is effective at a future time, a successor may be elected to take office when the resignation becomes effective.

3.9 Primary responsibilities:

3.9.1 Fund Raising: The Board of Directors primary responsibility is fund raising. They shall suggest ways to get donors to give money, or ways to build the donor base.

3.9.2 Evaluation: At all meetings, evaluations of current programs, plans, and decisions are to be made regarding the operation of LDMS.

3.9.3 Call Rostered Workers: The Board of Directors, by virtue of election thereto by LCMS Congregational members, has the right and authority to extend calls to qualified Rostered individuals especially the Executive Director, and Chapter leaders.

3.9.4 Budget: They shall evaluate the budget prepared by the Executive Committee and present it for acceptance at the Annual Meeting of the Affiliated Congregations.

3.9.5 *Bylaw* changes: They shall evaluate the *Bylaw* changes prepared by the Executive Committee and present it for acceptance at the Annual Meeting of the Affiliated Congregations.

3.9.6 *Handbook*: The approval of any changes to the *Handbook* proposed by the Executive Committee will amend the *Handbook*.

3.9.7 Annual meeting: They shall schedule the Annual Meeting of the Affiliated Congregations.

3.9.8 Additional Responsibilities: They may change this list of responsibilities as is necessary for the efficient administration of LDMS, provided such changes are not in conflict with the *Bylaws*.

ARTICLE IV Officers

4.1 Number and Titles: The President and Secretary shall be elected at the Annual Meeting of the Affiliated Congregations. The officers of LDMS shall be President, (Vice-President), Secretary and Treasurer (CFO). No person shall serve concurrently in more than one office. The Treasurer shall be elected by the Board of Directors

4.2 Duties of Officers

4.2.1 President: The President shall preside at all meetings of LDMS and, with the Executive Director, prepare the agenda for said meetings. In addition, the President shall perform all duties incident to the office of President and such other duties as are mutually agreed upon by the Executive Director and the Board of Directors.

4.2.2 Vice-President (optional): The Vice-President shall have such powers and perform such duties as may from time to time be prescribed by the Board of Directors or as the President may from time to time delegate. If the President is absent or unable to act, the Vice-President shall perform the duties of President.

4.2.3 Secretary: The Secretary shall keep, or cause to be kept, in books provided for that purpose, the minutes of any meetings of LDMS, and shall perform all duties incident to the

office of Secretary and such other duties as may from time to time be assigned by the President.

4.2.4 Treasurer: The Treasurer shall be the chief financial officer to LDMS, and shall have charge and custody of and be responsible for all the funds of LDMS, deposit such funds in the bank, trust companies, or other depositories as shall be selected by the Board of Directors, and shall receive or cause to be received any monies due and payable to the Society from any source whatsoever. The Treasurer may with the approval of the Board of Directors appoint Assistant Treasurers to assist in the functions of the Treasurer. The Treasurer shall, if so required by the Board of Directors, be bonded at the expense of LDMS.

- 4.3 Officer Vacancies: Whenever any vacancy shall occur in any office by death, resignation, or otherwise, the same shall be filled by the Board of Directors for the balance of the applicable term.
- 4.4 Delegation of Authority: In the case of the absence of any officer of LDMS, or for any reason that the Board of Directors may deem sufficient, the Board of Directors may delegate power or duties of any officer to a Director for a set period of time, provided that the Board of Directors unanimously concurs.
- 4.5 Compensation: the officers and directors of LDMS shall serve without compensation, except that they may be reimbursed for necessary and reasonable expenses actually incurred in carrying out their duties.
- 4.6 -Liability of Officers and Directors: the officers and directors shall not be personally liable for the debts, liabilities, or other obligations of LDMS and shall be indemnified by LDMS pursuant to the terms of the Missouri Statutes.

ARTICLE V Executive Committee

- 5.1 The Executive Committee will monitor and ensure implementation of the Organization's Policies, Mission Purposes, and projects.
 - 5.1.1 Establish and evaluate goals for fulfilling the Mission Purposes.
 - 5.1.2 Set, administer, suggest changes for Policies.
 - 5.1.3 Oversee the progress of the Projects.
 - 5.1.4 Supervise the administration of the day to day functions.

ARTICLE VI National Staff

- 6.0 The Executive Director is chosen by the Board of Directors. All other staff are selected by the Executive Director and approved by the Board of Directors. All Staff are voluntary unless otherwise authorized by the Board of Directors.
- 6.1 The Executive Director:
 - 6.1.1 Shall be an active member of an LCMS Congregation.
 - 6.1.2 Shall be a Rostered clergyman.
 - 6.1.3 Shall inform the Board of Directors who he has chosen as an apprentice(s) (Matthew 28:19-20).
 - 6.1.4 Shall be responsible for oversight and vision casting of LDMS.
 - 6.1.5 Shall encourage and motivate all persons involved with LDMS to keep the LDMS Primary purpose evident in all s/he activities.
- 6.2 The Associate Executive Director:
 - 6.2.1 Shall be an active member of an LCMS Congregation.
 - 6.2.2 Shall be a Rostered clergyman.

- 6.2.3 Shall inform the Executive Director whom he has chosen as an apprentice(s) (Matthew 28:19-20).
- 6.2.4 Shall perform other tasks as assigned by the Executive Director.
- 6.3 The Advancement Director:
 - 6.3.1 Shall be an active member of an LCMS Congregation.
 - 6.3.2 May be a Rostered member of Synod.
 - 6.3.3 Shall inform the Executive Director whom s/he has chosen as an apprentice(s) (Matthew 28:19-20).
 - 6.3.4 Is responsible for seeking adequate funding of LDMS.
 - 6.3.5 If the candidate for Advancement Director is not an experienced Fund Raiser, then the Executive Director will work with the Advancement Director to find a mentor and plan appropriate workshops to improve his/herskills.
- 6.4 The Associate Advancement Director:
 - 6.4.1 Shall be an active member of an LCMS Congregation.
 - 6.4.2 May be a Rostered member of Synod.
 - 6.4.3 Shall inform the Executive Director whom s/he has chosen as an apprentice(s) (Matthew 28:19-20).
 - 6.4.4 Shall perform other tasks as assigned by the Advancement Director.
- 6.5 The Chief Financial Officer/Treasurer:
 - 6.5.1 Shall be an active member of an LCMS Congregation.
 - 6.5.2 Shall inform the Executive Director whom s/he has chosen as an apprentice(s) (Matthew 28:19-20).
 - 6.5.3 Is responsible for financial integrity and processes of LDMS.
 - 6.5.4 Must develop appropriate printed forms and policies for:
 - 6.5.4.1 Deposit(s):
 - Three copies:
 - (1) for Bank
 - (2) for LDMS Office
 - (3) for LDMS Executive Director (Postcard)
 - 6.5.4.2 Purchase Order
 - 6.5.4.3 Travel Voucher
 - 6.5.4.4 Check Request
 - 6.5.4.5 Money handling process:
 - Two (2) or more persons involved in opening mail.
 - Photocopy all checks.
 - 6.5.4.6 Bank Statements go from Bank to CFO and Executive Director.
 - 6.5.5 Shall perform other tasks as assigned by the Executive Director.
 - 6.6 The Assistant Treasurer and other apprentices:
 - 6.6.1 Shall be an active member of an LCMS Congregation.
 - 6.6.2 Shall inform the Executive Director whom s/he has chosen as an apprentice(s) (Matthew 28:19-20).
 - 6.6.3 Shall perform other tasks as assigned by the CFO.

Staff Committees:

- 6.7 The Technology Committee shall be responsible for:
 - 6.7.1 Web Sites.
 - 6.7.2 Backups of all instructional videos, etc.
 - 6.7.3 Evaluating new and emerging technologies for use..
 - 6.7.4 Maintaining inventory of equipment, software, etc. used in various projects and

programs of LDMS.

6.7.5 Performs other tasks as assigned by the Executive Director.

6.8 The Materials for Public Relations Committee shall:

6.8.1 Design, prepare and maintain an adequate inventory of brochures and other PR materials.

6.8.2 Design and produce appropriate displays for conventions and other gatherings.

6.8.3 Performs other tasks as assigned by the Executive Director.

6.9 The History Committee shall:

6.9.1 Maintain a history of LCMS Deaf Missions.

6.9.2 Maintain an inventory of Past Servants (years of service and location of each parish/field).

6.9.2.1 In the Church Triumphant.

6.9.2.2 In the Church Militant.

6.9.3 Maintain and inventory of Present Servants (years of service and location of each parish/field)..

6.9.4 Maintain a copy of ILDA History.

6.9.5 Maintain an up-to-date LDMS History.

6.5.6 Performs other tasks as assigned by the Executive Director.

ARTICLE VII Major Projects List

7.1 Major Projects:

MP1 DeafLites

MP2 Interpreters Support Group

MP3 DeafPah!

MP4 Deaf Institute of Theology (D.I.T.)

MP5 Ephphatha Conference (E.C.)

MP6 Foreign: Partner Churches

ARTICLE VIII Congregational Assistance

8.1 A major purpose of LDMS is to help Congregations as they attempt to provide a ministry with Deaf persons. LDMS operates five major projects to help Congregations.

8.2 MP1--DeafLITES. DeafLITES helps congregations become active in Deaf mission work with Deaf people in their locality.

DeafLITES (Deaf Lutherans Inspiring Training Equipping Serving)

8.2.2.1 Goal:

There are people dying and going to hell because they do not believe in Jesus. There are hearing and deaf people who want to become trained to spread the Gospel. We want to make this possible.

8.2.2.2 Purposes:

8.2.2.1 We are focusing on people who want to work in Deaf Lutheran Missions.

This means anyone who is interested. We are not working to train Interpreters only – we want to train workers.

8.2.2.2 We want to train Deaf people in each area in the resources available to teach and train their deaf people. This includes Deaf Catechism, outreach, DeafPah!, Internet resources, DIT, and ongoing training.

8.2.2.3 We are working to provide many hands on materials for the student to take home and use in their area. They will have resources available to them to continue their training beyond the 1 week intensive workshop.

8.2.2.4 We want to provide on-going connection to a Ministry in their area. Our goal is to train Lutherans who will work with Deaf in local Lutheran Congregations. We want to link with our Deaf Pastors and workers to serve as mentors and co-workers.

8.2.3 Schedule (Past events in Appendix)

8.2.3.1 2007 – Week long workshops in Missouri and Wisconsin

8.2.3.2 2009 – Week long workshop in Kansas, weekend workshop in Wisconsin

8.2.3.3 2010 – Florida – plus??????

8.2.4 Resources:

8.2.4.1 Internet sign resources on www.DeafJesus.org

8.2.4.2 Sign materials on DVD and books.

8.2.4.3 DeafPah! materials

8.2.4.4 Experienced workers who volunteer to come and teach and train more people.

8.2.4.5 RID CEUs (Offered by Concordia Wisconsin)

8.2.5 Project Leader's responsibilities

(Leader-Karen Hale, Apprentice one--Betty Jo Lucero, Apprentice two--Rev. Phillips, 8//15/2009)

8.2.5.1 Contact Congregations for become involved in DeafLITES.

8.2.5.2 Plan DeafLITES Workshops:

Location

Staff

Date

8.2.5.3 Publicize DeafLITES every possible opportunity

8.2.5.4 Maintain a long-term database of locations, participants, etc.

8.2.5.5 Encourage participants to remain active in Deaf Missions.

8.2.5.6 Perform other tasks as assigned by the LDMS Executive Director.

8.3 MP2--ISG. This is a project to help support and coordinate the activities of the individuals serving as interpreters. For congregational worship there is specific religious terminology in the Language of Signs. This project helps skilled sign language interpreters become better skilled sign language church interpreters

Interpreter Support Group

8.3.1 Goal Statement:

Bringing the Gospel of Jesus Christ to the Deaf Community in sign language within Lutheran Congregations.

8.3.2 Purpose Statement

The Interpreter Support Group will spread the Gospel of Jesus Christ by building an

international network of church interpreters to bring Christ to Deaf and hard of hearing people. They will co-operate and co-ordinate with C.I.T.I.

8.3.4 Web Sites

Many resources exist at www.churchinterpretertraininginstitute.org.

8.3.4 The LDMS Project Leader of the I.S.G. shall:

8.3.4.1 Plan and organize I.S.G. workshops.

8.3.4.2 Oversee the maintaining of lists for students and alumni.

8.3.4.3 Encourage the use of the e-mail list of interpreters.

8.3.4.4 Encourage Lutheran Church interpreters to rejoice in their Christian service and to continue to upgrade their skills so more Deaf persons can see Jesus as their Lord and Savior through attending interpreted worship.

8.3.4.5 Perform other tasks as assigned by the LDMS Executive Director.

8.4 MP3--DeafPah! This is a leadership training program for Deaf people to become more active leaders in their location(s). This also leads to some foundational knowledge to become theological leaders.

DeafPah!

8.4.1 Goal

The goal of DeafPah! is to encourage Deaf people to be able [1] to better articulate the Christian faith; [2] to witness their faith more willingly; and [3] to become more eager to teach others about serving Jesus.

8.4.2 Purpose

8.4.2.1 The purpose of DeafPah! is to fulfill the Great Commission [Matthew 28:19-20] by empowering Deaf people [1] to become more knowledgeable about the Lutheran faith, [2] to gain confidence to share their faith with others and [3] to serve the Lord Jesus in the church by becoming witnesses and proclaimers bringing other people to meet the Lord Jesus [John 12:21 and Mark 7:32-37].

8.4.2.2 DeafPah! also provides the student upon completion of all courses on all levels to be eligible to enroll in the DIT program.

8.4.3 The Curriculum Structure:

The Structure of the DeafPah! curriculum is divided into four levels. Each level is intended to bring the Deaf student into a closer relationship with the Lord Jesus. Each level has 3 or more courses:

The four levels are F = faith; A = alive; E = empower; and D = diaconate.

The lowest level (and bar) or the first level studied is "F = Faith"; the second level (and bar) studied is "A = Alive"; the third level (and bar) studied is "E=Empower"; and the fourth (highest) level (and bar) studied is "D=Diaconia" (Matthew 25:34-40).

When the bars are attached in the proper order they spell "DEAF".

8.4.4 Credit for the DeafPh! courses

After each course is completed, the student will send the final exam to the DeafPah! Project Leader. Upon grading the final exam, the Project Leader will issue to the student a Certificate of Completion for the course. All certificates will normally be signed by the Executive Director.

When all the courses on one level are completed, the student will receive a Certificate of Completion of the course level. The student may then continue on to the courses of the next level.

[At the end of each level, the student may receive a pin. The pin may resemble the Sunday School Attendance pins of yesteryear. The DeafPah! Logo emblem will be on the pin. Under the pin will be bars for each level achieved. After the student has

completed all four levels his pin will have four bars spelling out the word "Deaf".]

After the completion of all courses, the Deaf-Pah student will be eligible to request the LDMS to certify the student to be a trained Church Leader.

In addition, the male DeafPah! graduate will also be eligible to request his District President to commission him the ecclesiastical rank of deacon, if his congregation is vacant.

After the completion of all the courses, the DeafPah! student will be eligible to enroll in the DIT program.

8.4.5 The LDMS Project Leader of the DeafPah! Project shall:

8.4.5.1 Make sure that adequate records are kept on each student. Necessary records needed include:

8.4.5.1.1 Student's name and address

8.4.5.1.2 Classes taken for credit

8.4.5.1.3 Student's mentor

8.4.5.1.4 Approved list of classes, leaders, lessons, etc.

8.4.5.1.5 Other usable data

8.4.5.2 Regularly encourage and motivate each student to continue progression in his/her studies.

8.4.5.3 Perform other tasks as assigned by the LDMS Executive Director.

8.4.6 Web Sites

Many resources exist on www.deafpah.org.

8.5 MP4--Deaf Institute of Theology. This is an alternate program owned and administered by Concordia Seminary, St. Louis to train Deaf men to become vicars and pastors, and to train Deaf women to become deaconesses.

The Deaf Institute of Theology

8.5.1 Goal

The Deaf Institute of Theology (DIT) exists to train Deaf men and women for positions of mission leadership in the Lutheran Church Missouri Synod. DIT is a distance education program owned by Concordia Seminary, St. Louis. Concordia Seminary is responsible for providing the curriculum, formation, and certification for Deaf students who will become pastors (males only) and deaconesses (females). The LDMS works with the seminary to develop the class supplementary materials; identify future students; encourage and support the students throughout the program; and assist them in their callings after they graduate from DIT.

8.5.2 Purpose

The ultimate purpose of DIT is to provide pastors and deaconesses for Deaf congregations so that every Deaf member of our LCMS churches is fully equipped to reach out into their community and into the world to spread the good news of His salvation which we have in our Lord Jesus Christ.

8.5.2.1 A crucial issue is that the church has always needed qualified men and women to serve Christ and spread the message of salvation through Him. In recent years, the number of full-time calls into Deaf ministry has been dwindling. For the student enrolled in the traditional four-year seminary with the hope of receiving a call into Deaf ministry, there is little chance of actually receiving that full-time call. The high financial cost of a specialized Deaf Ministry discourages the calling of full-time pastors. The church needs a way of providing pastors and deaconesses skilled in communicating with Deaf persons.

8.5.2.2 A second crucial issue is that Deaf ministry has long been viewed as cross-cultural ministry, with hearing pastors serving Deaf congregations. That model of

Deaf ministry should be replaced with an indigenous model, where Deaf pastors serve Deaf churches.

8.5.2.3 DIT addresses and answers both of the above issues. First, DIT works with a bi-professional service model. Future church workers will often have another full or part-time occupation and also serve the church part-time. Traditional seminary education encourages full-time pastoral ministry partially because of the time and financial requirements involved. DIT, however, can encourage that process.

Education is offered online, allowing students to stay at home and keep their current employment. Students take only 16 classes, which greatly reduces the financial burden compared to that of the traditional student. This eliminates the burden of needing a full-time call in order to pay back student loans. In supporting the bi-professional service model, DIT will provide church workers even though there are few full-time calls into Deaf ministry.

8.5.3 DIT provides Deaf workers for Deaf churches. Only culturally Deaf students can enroll in the DIT program. Their vicarages and internships will be in their home congregations. Upon graduation, their calls will be into their home Deaf congregation or a Deaf mission post for which they have been preparing. This process will finally give Deaf churches the indigenous Deaf workers they need.

8.5.4 Program

8.5.4.1 This is the program which a typical DIT student will follow. Once the student can certify that he or she has satisfactorily completed all the DeafPah! classes, the student can apply to the DIT program.

8.5.4.2 DIT is a four-year program with four classes each year. After the first five classes are completed, the student becomes a vicar (male only) or deaconess intern (female). Vicarage/internship continues concurrent with the classes until the student graduates.

8.5.4.3 At graduation, it is expected that the seminary will certify the student for service to the church. Once the student graduates and is certified as a pastor or deaconess, s/he can be installed and begin serving his or her call.

8.5.4.4 From that point on, the pastor or deaconess will participate in continuing education offered by LDMS.

8.5.5 Recruiting Network. By early 2010, there should be a functioning nation-wide recruiting network. The recruiting network will include the DeafPah! Project leader and the LDMS contacts in each district.

8.5.6 Long Term development.

8.5.6.1 The development of the DIT program also requires several steps. Currently (2009), there are several classes that need to be signed and recorded for future students. That should be completed by early 2010. There will always be a need to sign revised portions of the classes as the seminary updates each class.

8.5.6.2 The second work project is providing appropriate study tools for the students, including a signed Bible and theological dictionary and evaluating and recommending other necessary books or computer resources, such as commentaries, study Bibles, or concordances.

8.5.6.3 A long-term need for the graduates of DIT is the development of a continuing education program. This will cover the four areas of theology: historical; systematic; exegetical; and practical. The last three will receive the most emphasis.

8.5.6.4 Finally, LDMS will continually work to raise financial support for DIT students. The way in which this support will be given is explained below.

8.5.7 Required Student Resources:

8.5.7.1 Every student should have a good study Bible and several resources for Bible study, such as a general Bible commentary and a concordance. It is helpful to have these study tools available on his or her computer.

8.5.7.2 The seminary requires their students to have a computer and sufficient computer skills, since classes are online and students must submit homework, tests, and papers through the computer internet.

8.5.7.3 Students should also have high-speed internet access and a DVD player. The DVD player may either be in the computer or connected to a TV.

8.5.7.4 A videophone or webcam may not be required, but is highly desirable. If there is no pastor available locally to serve as a mentor, then a videophone is necessary to communicate with the mentor.

8.5.7.5 Books are required for each class. The seminary makes the book list available before class begins so each student can purchase the required books.

8.5.7.6 Concordia Seminary, St. Louis, sets the tuition cost of the classes. LDMS desires to partner with the student, local congregation, the International Lutheran Deaf Association (ILDA), and other funding sources to help the student pay the cost of the classes. LDMS has the following expectations regarding the payment of the education costs.

Student: \$200 per class, plus books and travel.

Student's home congregation: \$400 per class.

ILDA and other grants will pay for the balance of each class.

8.5.8 Required LDMS resources to supplement DIT:

8.5.8.1 At least two, preferably three or four, high-definition camcorders are needed to tape classes, class revisions, and supporting resources.

8.5.8.2 Tripods, backgrounds, and tapes are needed for use with the camcorders.

8.5.8.3 Workers skilled in Deaf ministry are needed to sign and tape the course work and other related resources, as well as money to pay these workers and the video editors appropriate compensation.

8.5.8.4 As the program continues to mature and evolve, other needs may also arise.

8.5.9 The LDMS Project Leader's responsibilities are:

8.5.9.1 To serve as a liaison with the Concordia Seminary DIT Director.

8.5.9.2 Encourage students in their studies.

8.5.9.3 Supervise all support services provided by LDMS to assist the Seminary in DIT.

8.5.9.4 Arrange for modifications of support services for classes..

8.5.9.5 Perform other tasks as assigned by the LDMS Executive Director.

8.5.10 Web Sites

8.5.10.1 www.csl.edu/DIT

8.5.10.2 www.LDMSDIT.org

8.6 MP5--Ephphatha Conference (EC). This is an annual in-service training program for people working in Deaf Mission and Ministry.

Ephphatha Conference

8.6.1 Purpose:

8.6.1.1 EC is the Professional Conference of those bringing the Good News to Deaf People. It is assumed that every registrant can and will sign.

8.6.1.2 The official language of EC is the American Sign Language.

8.6.1.3 Persons invited include LCMS pastors, vicars, deacons, deaconesses, teachers, interpreters, Deaf congregational leaders and others who bring the Good News to Deaf people.

8.6.2 Planning Committee:

8.6.2.1 Appointment and task

8.6.2.1.1 The LDMS Executive Director will appoint the Planning Committee. Each person serves for three years. One person shall be elected each year.

8.6.2.1.2 The person elected in the current year will serve as recorder next year. He or she will send a brief summary of the Conference to the LDMS Director thirty days after the EC is over.

8.6.2.1.3 The second year person serves as Treasurer. He or she will send a financial report to the LDMS Executive Director thirty days after the EC is over.

8.6.2.1.4 The third year person serves as facilitator. He or she serves as chair for the Planning Committee and conducts the EC.

8.6.2.1 Planning Committee meetings:

8.6.2.1 The Planning Committee will meet electronically ten months prior to the next EC to select and secure the location for the next EC.

8.6.2.2 The Planning Committee will meet electronically six months prior to the next EC to plan the agenda for the next EC. They will also select the speakers, etc. for the EC.

8.6.2.3 The Planning Committee will also meet electronically six months prior to the next EC to select one person to serve as Chaplain. The Chaplain will be responsible for all devotions and Bible studies.

8.6.3 Meeting Schedule

8.6.3.1 In the odd-numbered years, the Ephphatha Conference will meet after the ILDA Convention. EC will meet beginning on Sunday evening through Tuesday noon after the ILDA Convention.

8.6.3.2 In the even-numbered years, the Ephphatha Conference will meet at a central location in conjunction with a DeafLITES and/or DeafPah! workshop(s).

8.6.4 Ephphatha Conference costs:

8.6.4.1 Each person attending EC is responsible for his or her own transportation, registration, lodging, and meals.

8.6.4.2 Each EC presenter will serve pro bono. Each presenter will be responsible for his or her own transportation, registration, lodging and meals.

8.6.4.3 The Chaplain will serve pro bono. The Chaplain is responsible for his own transportation, registration, lodging and meals.

8.6.4.4 The EC Planning Committee will serve pro bono. Each member of the Planning Committee is responsible for his or her own transportation, registration, lodging and meals.

8.6.5 The Ephphatha Conference Project Leader shall:

8.6.5.1 Supervise and encourage the program committee.

8.6.5.2 Encourage Lutherans in Mission with Deaf persons to attend EC.

8.6.5.3 Publicize EC meetings at every possible opportunity.

8.6.5.3 Maintain a long-term database of Participants.

8.6.5.4 Perform other tasks as assigned by the LDMS Executive Director.

ARTICLE IX

District

9.1 From 1977 to 2002, the BFMS had a part-time staff person who developed policies and assisted Districts. Some services that were provided included:

9.1.1 Ministry evaluation: Assistance was given as requested from District leaders to help with an annual evaluation including: a) recent ministry events; b) short term and long term plans; and c) the effect those plans might have on District budget.

Occasionally the evaluation involved the Synodical person serving as an interpreter for the District President (DP) when the DP met with the Deaf Congregation because there were problems of conflict, accusations, or concerns about doctrinal problems, or other areas of Ecclesiastical supervision.

9.1.2 Understanding Missions with Deaf Culture: The use of standard District titles for the position of the person involved in Deaf Missions led to many conflicts. The title "Missionary at Large" and "Pastor" are fantastic titles, but lead to impossible complications.

In a "normal" congregation there is always growth through biology and through relationships. In Deaf Ministry there rarely is biological growth. The children of Deaf members are usually hearing and will go to their grandparents' church. Also there are often no extended family relationships that lead to growth since most of those persons are hearing who belong to other churches.

Most Deaf members truly are "first generation" Christians. This does not help stewardship, since the Deaf person has not been able to learn by watching his/her parents serve Jesus.

9.1.3 Fund-raising and Public Relations: Some Districts have asked for help in these two areas.

9.1.4 The Calling Process: Some District Presidents have asked for help in getting appropriate names for a call list.

9.2 Help from National Major Projects: At this time there are 6 national major projects:

9.2.1 DeafLITES: This major project helps congregations become active in Deaf mission work with their own people or others in their locales.

9.2.2 C.I.T.I.: This is a project to help train and coordinate those persons serving as interpreters.

9.2.3 DeafPah!: This is a leadership training project for Deaf people to become more active leaders in their locales. This also leads to some foundational knowledge for becoming theological leaders.

9.2.4 Deaf Institute of Theology (DIT): This is an alternate Theological Formation program administered by Concordia Seminary, St. Louis to train Deaf men to become vicars and pastors and to train Deaf women to become deaconesses.

9.2.5 Ephphatha Conference (EC): This is an annual in-service training program for people working in Deaf Mission and Ministry.

9.2.6 Foreign Ministries: The International Lutheran Deaf Association has been very active in encouraging Deaf missions in other countries. There are now programs in Australia, Brazil, Canada, England, Ghana, Ethiopia, Hong Kong, India, Macau, Norway, and Siberia.

In all of these foreign programs, pastors and lay volunteers go on short-term missionary trips to do leadership training with Deaf persons in our partner churches. All trips to partner churches are co-ordinated with the Board for Mission Services of the LCMS.

9.3 LDMS will encourage each District to choose one person to serve as District Deaf Mission Advocate.

9.3.1 The District Advocate will serve as a liaison between the District and LDMS.

9.3.2 The District Advocate will encourage the District to have a Deaf Mission Support Team.(9.9.4).

9.4 LDMS would help the District President and/or the Mission Leaders in any way the District Leaders request.

9.5 **District Branches** (“He is the vine, we are the branches” John 15:1-11)

9.5.1 Thanks: A special thank you for all the dedication and love of the Districts of LCMS **in helping find ways that more Deaf people can share Jesus with other Deaf so that they see Jesus Christ as their Savior and Lord, and the Deaf can serve Jesus in their daily lives and in leadership positions within Christ’s church.**

9.5.2 Questions from District Leaders regarding Deaf Missions:

9.5.2.1 Are **more** Deaf people “seeing” and “serving” Jesus?

9.5.2.2 Are the various Leaders (Pastor and Lay) serving in a way that more Deaf people will “see” and “serve” Jesus?

9.5.2.3 Are the Pastors in Deaf Mission choosing and training more apprentices to serve as Christian congregational outreach leaders?

9.5.2.4 Is there adequate and appropriate funding to carrying on the goals?

9.5.2.5 How do District leaders conduct regular evaluations of Deaf ministry? With the large tasks placed upon a District President, is it possible for him to rejoice in Deaf Ministry?

9.5.2.6 With the many hats that a District Mission Leader juggles, is it possible for him to understand and feel confident that the ministry is wisely using all of God’s available resources (pastors, volunteers, funds, etc.?)

9.5.3 Branch goals: (LDMS-(area) B

9.5.3.1 An active Deaf Mission support team.

9.5.3.2 Constantly encourages a Deaf Mission focus.

9.5.3.3 Regularly evaluates Deaf Mission and its plans.

9.5.3.4 Encourages local ownership and public relations support.

9.5.3.5 Encourages and promotes self support of the Deaf mission.

9.5.3.6 Fund raises total cost of District mission and ministry.

9.5.3.7 Congregation (or LDMS) calls Branch Professional staff.

9.5.3.8 Annually seeks more Deaf involved in the Mission with less cost.

9.5.4 Branch Definition:

9.5.4.1 An active branch functions as a Deaf Mission Support Team (DMST).

9.5.4.2 A DMST is comprised of individuals who desire to actively support the Deaf Missions happening within their District. The paid Mission staff shall be advisory members of the DMST. The DMST shall elect its own President and Secretary. If the DMST-branch is authorized by LDMS to handle money, they will ask the LDMS BofD to appoint a Treasurer from their members.

9.5.4.3 The DMST will regularly seek more places where Deaf people can worship either in an interpreted setting or in a Deaf cultural setting.

9.5.4.4 The DMST will seek to establish Deaf Bible Classes and/or Deaf Sunday Schools in more settings within the District.

9.5.5 Branch Activities

Various parts of columns 1, 2, & 3 are happening simultaneously.

9.5.5.1 Leadership:

- ▶ 1. Keep “see” and “serve” the number one goal number in everything.
- ▶ 2. Encourage and support the staff.
- ▶ 3. Delegate various goals to the staff and evaluate their activities.
- ▶ 4. Set goals and regularly evaluate progress.
- ▶ 5. Planning fund raising events.

9.5.5.2 Advocacy:

- ▶ 1. Public Relations
- ▶ 2. News Letters (e-mail/printed)
 - District paper
 - LWML District paper
- ▶ 3. Keep records of
 - 1] Congregations
 - Praying regularly for Deaf Missions.
 - Giving gifts.
 - Scheduling information and encouraging events.
 - 2] Circuits
 - Have a goal of involving "x" more congregations/circuits each time period}*
- ▶ 4. Promote and schedule special events fund raising
 - 1] Mission Festivals
 - 2] LWML meetings or rallies
 - 3] Sunday School
 - 4] other congregational-related events

9.5.5.3 Stewardship

- ▶ 9. Give 10% of Branch donations to National and International Programs
- ▶ 10. National LDMS **may** give grants for projects, salaries, etc.. This protects the National LDMS from a branch that does not raise adequate program funds. These grants are not continuing and must be annually negotiated.

9.5.4 Letters of Agreement

9.5.4.1 A District and LDMS will sign a Letter of Agreement empowering the District Support Team to function as a "branch" of LDMS. This Letter of Agreement shall be reviewed annually and renewed by the three parties: District, District Support Team, and LDMS.

9.5.4.2 Calls of Rostered Workers: The calls of rostered workers to be Deaf Missionaries within an area (District) can be negotiated with:

9.5.4.2.1 District Deaf congregation(s)

9.5.4.2.2 LDMS

9.5.4.2.3 The respective District, or

9.5.4.2.4 Status call from District Congregation..

9.5.4.3 Accounting:

9.5.4.3.1 A Letter of Agreement may be signed between the District Branch of LDMS and LDMS regarding the handling of monies, etc. This Letter shall be reviewed annually by the two parties.

9.5.4.3.2 A District branch may be given permission via a Letter of Agreement to be responsible for the following area(s):

9.5.4.3.2.1 Donation receiving and handling function.

- 9.5.4.3.2.2 Paying bill(s), and Accounting, and/or
- 9.5.4.3.2.3 Payroll
- 9.5.4.3.3 The LDMS Chief Financial Officer will supervise any process involving the handing of monies..

ARTICLE X Synod

10.1 LDMS is a national Affiliate Organization of the Board for Mission Services of the LCMS. LDMS is to provide policy and encouragement for energetic Deaf Mission Outreach with the LCMS.

ARTICLE XI Partner Churches

11.1 Partner Churches of the LCMS:

MP6) Foreign Ministries. The International Lutheran Deaf Association as been very active in encouraging Deaf Mission in other countries. There are now programs in Australia, Brazil, Canada, England, Ghana, Ethiopia, Hong Kong, India, Macau Norway, and Siberia. In all of these foreign programs, pastors and lay volunteers go on short- term missionary trips to do leadership training with Deaf persons who are interested in becoming pastors or deaconesses in our partner churches.

International Lutheran Deaf Mission Society

11.2 Goal:

God is calling us to reach the over 100 Million Deaf people around the world with the Gospel. We want to train Deaf Leaders to share the Gospel in their country, in their sign language, so their Deaf people will be in Heaven with us.

11.3 Purposes:

- 11.3.1 We are focusing on Deaf Leaders in each country who are willing to become trained in their country to share the Gospel.
- 11.3.2 We are developing and sharing materials for Deaf people in every country to use and adapt for teaching their Deaf people.
- 11.3.3 We are partnering with LCMS World Mission, Sister Synods, and local church leaders. This partnership is essential for ongoing support and encouragement for the indigenous Deaf Leaders.
- 11.3.4 We are partnering with support teams (hearing family members, Pastors, friends) to provide resources and services to help the Deaf Leaders reach out with the Gospel.
- 11.3.5 We are using technology and the internet to keep in contact, provide training, give resources, and reach out to new areas. We pray God will continue to bless His Word to go and bear fruit!
- 11.3.6 We continue encouraging our Leaders in Deaf Mission in the United States to join us in sharing the Gospel and training Deaf Leaders around the world.

11.4 Current Areas of Outreach:

We presently work with Deaf Pastors and Leaders in:

- 11.4.1 Australia (a Deaf Pastor)
- 11.4.2 Brazil, (a Deaf School and a Pastor with the Deaf)
- 11.4.3 Canada, (3 Congregations, 2 pastors, 2 DIT students,2 stations)
- 11.4.4 England, (1 Congregation)

- 11.4.5 Ghana, (4 Deaf Pastors, many DIT students)
- 11.4.6 Ethiopia, (Contact)
- 11.4.7 Hong Kong, (School, Congregation)
- 11.4.8 India, (4 schools, 1 Pastor, many DeafPah! students)
- 11.4.9 Macau (1 school)
- 11.4.10 Norway (1 Deaf Pastor)
- 11.4.11 Siberia (1 pastor)

We have requests from many other countries to help provide training to Deaf Leaders.

11.5 Resources:

- 11.5.1 Internet sign resources on www.DeafJesus.org and www.DeafPAH.org
- 11.5.2 DeafPah! Lay Training materials
- 11.5.3 Deaf Luther's Small Catechism.
- 11.5.4 Biggest resource is our experienced workers who volunteer to go, teach, and train more people.

11.6 Project Leader's responsibilities

- 11.6.1 Plan Volunteer trips to various Partner Churches.
- 11.6.2 Publicize Foreign Missions every possible opportunity
- 11.6.3 Maintain a long-term database of Participants.
- 11.6.4 Perform other tasks as assigned by the LDMS Executive Director.

ARTICLE XII

Partners

12.1 Partnership Congregations:

- 12.1.1 Donor Congregations
- 12.1.2 Donor congregational groups i.e. LWML, SS, V.S., DS,

12.2 Partner Organizations will be inserted here:

- 12.2.1 LCMS World Mission
- 12.2.2 Various LCMS Districts
- 12.2.3 LWML International
- 12.2.4 LWML Districts
- 12.2.5 CTS-FW
- 12.2.6 C.I.T.I.—CRS-FW
- 12.2.7 CS-STL
- 12.2.8 Mill Neck

ARTICLE XIII
Assets

13.1 Fixed Assets:

13.1.1 Seven (7) Web Sites:

- 13.1.1.1 DeafJesus.org
- 13.1.1.2 DeafJesus.com
- 13.1.1.3 DeafLeaders.org.
- 13.1.1.4 DeafPah.org
- 13.1.1.5 LutheranDeaf.org
- 13.1.1.6 DeafLutheran.org
- 13.1.1.7 LCMSDeaf.org

13.1.2 E-mail Chat Boards

- 13.1.2.1 DIT
- 13.1.2.2 EC-Deaf
- 13.1.2.3 Ephphatha
- 13.2.3.4 LCMStepps

13.1.3 Displays (1 in WI) + (1 in MO)

13.1.4 Two (2) DVD Copiers

13.1.5 One (1) color photocopy machine

13.1.6 Software

- 13.1.6.1 GiftWorks (MO + WI) Sophisticated Donor Fund Raising software
- 13.1.6.2 Articulate (Wi) Video Editing Software
- 13.1.6.3 Microsoft Access Database program (MI)

ARTICLE XIV
Miscellaneous

- 14:1 Minutes of Meetings: LDMS shall keep at its principal office or at such other place as the Board of Directors may order a book of Minutes of all meetings of the Affiliated Member Congregations and of the meetings of the Board of Directors with the time and place of holding such meetings, whether regular or special, and all proceedings thereof.
- 14:2 Official Copies of the *Articles of Incorporation*, the *Bylaws*, *The Conflict of Interest Statement*, and the *Handbook*: LDMS shall keep these official documents at its principal office or at such other place as the Board of Directors may order. These documents shall be open for inspection by members of the Board of Directors and the representatives of the Affiliated Member Congregations at all reasonable times during office hours.

APPENDIX ONE

LDMS Purpose Statement

The Lutheran Deaf Mission Society (LDMS) will (1) help Deaf Persons and their families **see** Jesus Christ as their Lord and Savior (evangelism and Christian education), and (2) help Deaf Persons **serve** Jesus Christ as His redeemed people (stewardship and leadership training). (*By-laws 2.1*)

The Lutheran Deaf Mission Society (LDMS) will (a) raise funds to support its Mission Purpose and (b) help congregations and districts of the Lutheran Church–Missouri Synod promote the Mission Purposes in their respective ministries with Deaf Persons. (*By-laws 2.2*)

How will this happen?

- A. Services to LCMS Congregations, stations, etc.
 - 1. Keep each person's eye on the prize (Jesus).

Sharing Jesus is our primary endeavor.

- B. Projects:
 - 1. DeafLites.
 - 2. [Interpreters Support Group]
 - 3. DeafPah!
 - 4. Deaf Institute of Theology.
 - 5. Ephphatha Conference.
- C. Suggested nomenclature for Mission Staff:
 - 1. Missionary Pastor
(Priorities: Making disciples, Leadership development, Evangelism, Diakonia (Christian service--Matthew 25))
 - 2. DIT Pastor
 - 3. A Vicar—a male DIT student who has completed the first five DIT courses.
 - 4. Deacon—a person authorized by a District President (DP) to serve a vacant parish and administer the Lord's Supper. If he is not actively studying in DeafPah! or DIT, he must be re-certified by the DP each year.
 - 5. Pastoral Assistant: A person authorized by a congregation to lead worship in absence of a pastor. (If the Congregation authorizes him to consecrate the Lord's Supper—the District President must have approved in advance)
 - 6. Deaconesses: Bible women, catechists, and diakonia (Christian service) + koinonia (Fellowship) (Matthew 25.)
 - 7. Deaconess Intern—a DIT female student who has completed the first five DIT courses.
- B. Services to a District:
 - 1. All or some of the functions of a Branch.
 - 2. Share fund raising resources.
 - 3. Encourage and develop Public Relations resources.
 - 4. Planning and/or evaluation of the mission focus.

C. Services to Synod (LCMS)

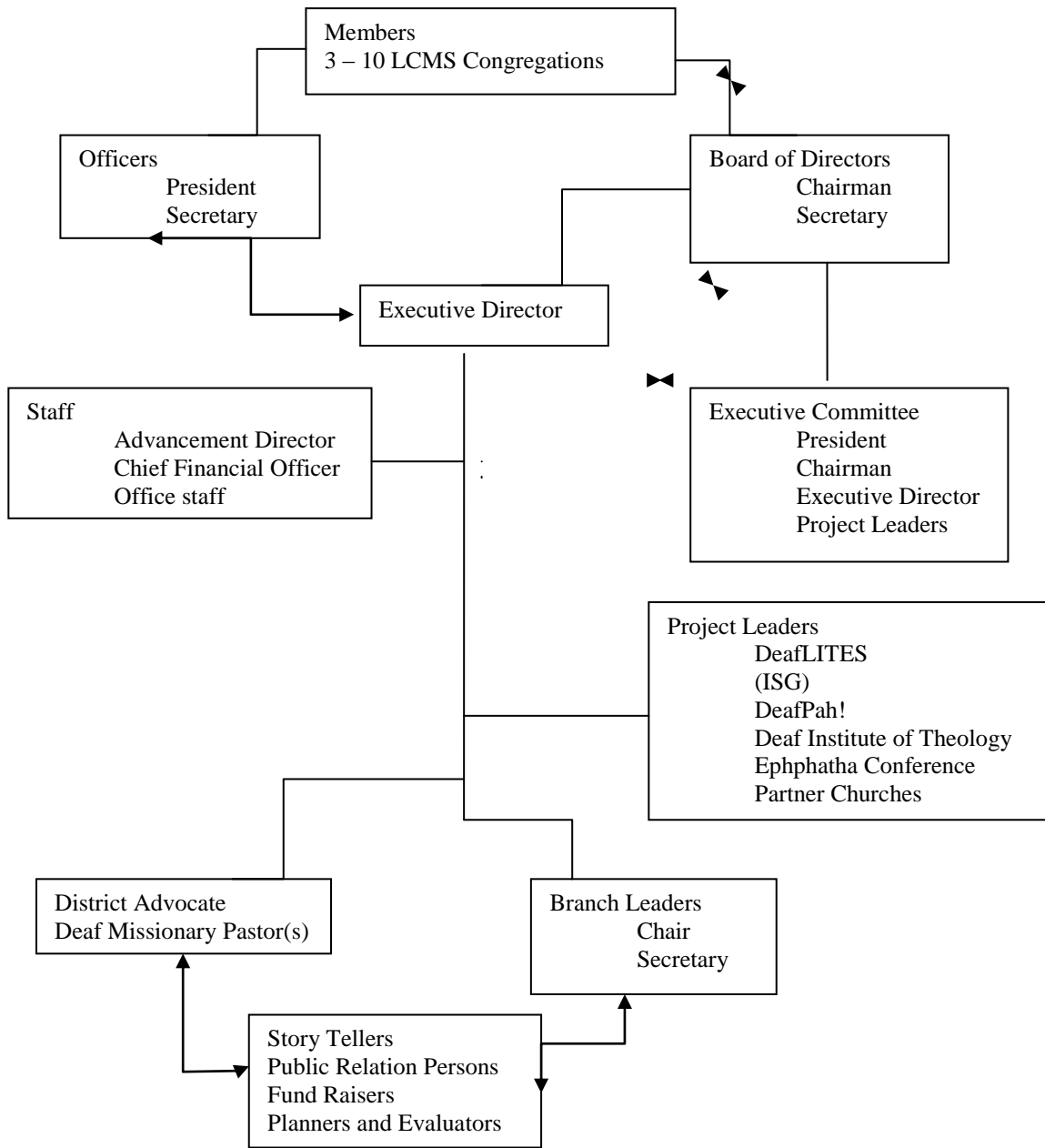
1. Provide purpose focused leadership for Deaf Mission.
2. Share and lead LDMS projects with LCMS Congregations.
3. Assist Partner Churches to provide Deaf DIT training upon request.

D. Services in partnership with ILDA

1. Zacharias Fund NA: Provide scholarship funds for DIT students.
2. Zacharias Fund World: Provide scholarship funds for DIT students in Ghana, India, and other countries.

APPENDIX TWO

The Organization of the Lutheran Deaf Mission Society



— Responsible to
 ↔ Consults with



- 1) The Lutheran Deaf Mission Society (LDMS) is organized to help Deaf persons see Jesus as their Lord and Savior, and to help Deaf persons serve Jesus in their daily activities. Subject to legal requirements, all monies donated will be used for the projects first and for salaries whenever possible.
- 2) The **members** shall consist of **3 to 10 LCMS Affiliated Congregations**.
- 3) The **members** shall 1) elect the Board of Directors and 2) amend the *Articles of Incorporation* and the *By-laws* as needed. They shall meet at least annually. The members will have no dues or other required financial obligations. The majority of members shall be LCMS Congregations, of which a majority of the membership is Deaf. Each member congregation shall elect an individual to be its representative.
- 4) In addition to the *Bylaws*, there shall be a *Handbook* with appropriate rules and policies. The Handbook may be changed by a 2/3rds vote of the Executive Committee. Each section can be changed only once a year. All changes must be sent to the Board of Directors. If the Board of Directors challenges the change, then the change is not effective until consensus is achieved.
- 5) The **Board of Directors** shall consist of 3-7 individuals, with the exact number determined by the members at the annual meeting each year. Its primary tasks are to help in the fund-raising process and to serve as a policy Board.
 - a) They will help in the fund-raising process.
 - b) They will elect the National Leader.
 - c) They will as necessary consider and submit the annual Budget to the Annual Meeting.
 - d) They will as necessary consider proposed amendments to the *Articles of Incorporation* and/or the *By-laws* and submit to the Annual Meeting.
 - e) They will also review and approve the long-term and annual Goals.
 - f) They will consider and, if appropriate, adopt policies recommended by the Executive Committee. (The Directors will probably be hearing persons.)
- 6) The **Officers** of ILDA shall be a President and a Secretary. They may or may not be members of the Board of Directors. Beginning in 2010, we will nominate Deaf candidates for these two offices.
- 7) The **Executive Committee** of the Board of Directors consists of the Chairman of the Board, the President of LDMS, the Executive Director, and the leaders of the major Projects.
 - a) The Executive Committee develops the *Handbook* for BOD approval.
 - b) The Executive Committee develops the major goals and policies for LDMS. These leaders may be Deaf or if hearing, conversant in ASL.
- 8) The **National Leader** (Executive Director) will be the Chief Operating Officer. If he is not deaf, he shall be conversant in ASL. He will choose the other national staff persons and the project leaders, subject to oversight by the Board of Directors. He will develop the long term and annual goals.
- 9) Other National staff leaders shall include 1) a **Fund-raiser** and consultant to District branches; and 2) a **Chief Financial Officer/Internal Auditor/Treasurer** who will also be a consultant to the District Chapters. These leaders will probably be hearing and able to communicate in ASL.
- 10) There will be **Project leaders**. They will usually be volunteers. They will be in charge of such projects as the Deaf Institute of Theology; and other projects.

- 11) There may be **District Branches of LDMS**. The District Branches shall adopt and follow the same *By-laws* as the National Organization. They may write additional sections of the National Handbook to govern their operations. They will be the primary fund-raisers for the LDMS Purpose in their Branch area. They will also be the primary fund-raisers in their Branch area for the National Projects. Each month 10% of their donations shall be transferred to the National office for the National Projects. The three national staff leaders shall assist the District Branch's leaders upon request.
- 12) Each District Branch shall have its own Administrative leaders (President and Secretary). Subject to LDMS & IRS approval, they may use the LDMS 501(c)(3) IRS permit for receipting Donors.

APPENDIX THREE

Congregational Ministry Programs

- A. Evangelism
 - a) Elders (membership and Discipline Committee)
 - b) Bible Women
- B. Education
 - a) Bible Study
 - b) Stewardship
 - 1. Funding Congregational Ministry
 - 2. Gifts to Mission work with other Deaf and Hearing ministries
 - c) Leadership Training
 - 1. DeafPah!
 - 2. DIT
- C. Fellowship
 - a) LWML
 - b) Youth
 - c) Senior Citizens
- D. Service
 - a) Pastoral Care
 - b) Assisting poor and sick
 - c) Caring for building
 - d) Public Relations
 - e) Finance Committee
- E. Worship
 - a) Choir
 - b) Lay Leaders
 - 1. Pastoral Assistant
 - 2. Response Leader
 - 3. Preacher/Teacher
 - c) Communion Assistants
 - d) Ushers
 - e) Altar Care

APPENDIX FOUR

2008 St. Louis DeafLITES Training

Sectional Ideas:

- Deaf Culture
- Models of Deaf Ministry
- Technology
- Web CT
- Working with an Interpreter
- Starting a Ministry
- Use of Internet
- Ustream.tv – web broadcasting, web training
- Sign/Communication Issues
- Theological Concepts
- History of LCMS Deaf Missions
- Deaf Education (your video was excellent)
- Intro to Deaf PAH Leader training (sampler presentation)
- Theological signs, vocabulary,
- Church Interpreter – what does this mean
- Signing and Passive voice
- The new Deaf world – technology
- Signing and Classifiers What?
- Deaf Ministry in your area
- Why is “Church Interpreter” a bad name?
- Deaf Culture and sharing faith
- Deaf events and church events – how does it work?
- Strategic Planning - MAP – FLAMES

Time Management

Deaf Youth materials

Specific Duties:

Deaf LITES

Training for developing curriculum

- LCMS Theology and vocabulary – religious Signing – Deaf PAH – DIT -

Share shopping and curriculum development for Deaf LITES

Planning for the next year

What to teach, who will go where, who will do what?

Orientation

DeafPah!

“Tech talk” each day - WEBCT01 – training what to do, DVD, student guide, I tunes,

Beginning and ending - Cast the Vision for DeafPah!

Supporting and equipping – what can we do for you? (evening)

Ideas how do you use this in your local area?

DeafPah!101 – teach a section of a course

What does it mean to have and be a mentor?

JOSHUA - equipping, training, mentors,

Professional Church Workers – Pastors, Deacon, Deaconesses, etc...

Mentoring – Deaf PAH, DIT – what to do and hands on practice

Becoming Trainers – 3 levels of training

Strategic planning
Bible Study development
Worship ideas
Informal Evening Sessions of fellowship

APPENDIX FIVE

Kansas Workshop

LDMS – DeafLITES (Deaf Lutherans Interpreting Training Equipping Serving)

Main Areas:

Sign Skills (3:45 hours/day)

Deaf Ministry – what is happening (1 hour/day)

Deaf Training Materials (1 hour/day)

Deaf Culture (1 hour/day)

Syllabus

In Class intensive

Post Class assignments

Schedule of Classes - 30 hours

9 – 12 am

1 – 3 pm

6:30 – 8 pm

Begin Sunday Pm to Friday Noon

Levels of Classes

Beginning

Intermediate

Advanced

Text Books

Religious Signing – Elaine Constello

Other??

Teaching Modules

Religious Sign Vocabulary

Glossing Worship Signs

Lord's Prayer

Apostles Creed

Nicene Creed

Bible Stories

Devotions

Hymns

Sermons

Lecture topics

Deaf Missions

Deaf Culture

Supporting/Starting Deaf Ministry

Practical Application

Worship

Bible Stories

Devotions

Prayer

Dates: - possible

Dr. Maschke

CUW process (for CEUs)

1 Credit

3 credits

Pay for credits - \$975/3 credits or \$325/credit

Audit - \$25/credit

How much do we charge for the Workshop?

Books – ?

DVD's –?

Meals - ?

Lodging – ?

Who can help??

Interpreters

Karen Hale

Paula Willig

Kim Bagley

Dee Drymalski

Pat Wittrock

Signing/Deaf Culture

Deloris Erlandson

Betty Jo (Paul) Lucero

Vince Zielinski

Linda Zoiss

Future Goals:

Minor – Deaf Lutheran Missions Minor

CUW – ASL 1 – 2 – 3 – Religious Interpreter Training

On line – WEBCT – followup

Religious signing minor - on line

TO DO:

CUW Process – Maschke

Dates – CUW available

Syllabus – Stuhr

Funding – all

PR brochures – Reinke

Teachers/Helpers

On sign up form:

Interpreting Experience

Sign Classes you have taken

Church member

Experience with Deaf people

Level evaluated upon arrival

Are you interested in knowing more about Deaf Ministry

APPENDIX SIX

DeafPah! Class list

Course	Course Name	Teacher	Disks	Lessons
FAITH LEVEL (1 of 5)				
101	Caring for Each Other (Christian Caregiving)	D. Leber	3	17
102	Guiding People (The Caring Leader)	M. Anderson	3	20
103	Jesus Who? (Getting to Know Jesus)	D. Gehlbach	2	?
104	Bible For Me (How to study the Bible)	D. Bush	2	46
ALIVE LEVEL (2 of 5)				
201	Old Testament History	J. Munz	3	19
202	New Testament History	M. Seegar	2	15
203	Jesus' Culture (Everyday Life in Bible Times)	R. Friedrich	6	11
204	Worship Is ...	D. Kois	3	27
EMPOWER LEVEL (3 of 5)				
301	Bible Study Groups (Small Group Ldrshp Skills)	R. Friedrich	3	28
302	Changing Lives (Making a Diff. as a Teacher)	T. Eckert	1	20
303	Helping Adults Learn about Jesus (How to Tch Ad)	P. MacDonald	1	13
304	Faith Basics I (Teaching Luther's Small Cat.)	Palmer&Reinke	1	?
SERVANT (Diakonia) LEVEL (4 of 5) *				
401	Churches in America (Rel. Bodies in America)	D. Konkel	4	53
402	Faith Basics II (Luther's Large Catechism)	W. Palmer	1	26
403	The Bible Says What? ((Koehler's Dogmatics)	D. Gehlbach	5	39
404	Manual for Church Officers	D. Peterson	2	73
PRE--DIT LEVEL (5 of 5)				
501	What Does This Mean? (Intro. Book of Concord)	Waived when complete DeafPah!		
502	Old Testament History	Waived when complete DeafPah!		
503	New Testament History	Waived when complete DeafPah!		
504	Greek 1 & 2	R. Friedrich	?	?

* Note the "doulos" on level 4 has been changed to "diakonia" (Matthew 25::34-40)

APPENDIX SEVEN

DIT Class List

EIIT01 Old Testament Overview – Prof. Thomas Egger

Summary: Basic overview to the major themes, including selected persons and events of the Old Testament. Not a survey of Bible content, though a cursory reading of the Old Testament is assumed. Not detailed isagogics either. Perhaps something like a “Crossways” introduction, with the objective of knowing the material well enough to be able to teach such a course.

EIIT02 New Testament Overview –

Summary: Basic overview to the major themes, including selected persons and events of the New Testament. Not a survey of Bible content, though a cursory reading of the New Testament is assumed. Not detailed isagogics either. Perhaps something like a “Crossways” introduction, with the objective of knowing the material well enough to be able to teach such a course.

EIIT03 Creeds, Catechisms, and Confessions – Dr. Charles Arand

Students learn from Dr. Arand and Dr. Kolb the rudiments of the Book of Concord and its application to the role of a Christian leader.

EIIT04 Understanding and Preaching the Word of God I – Dr. David Peter and Rev. Paul Schult

Summary: This course focuses the student’s attention on the pastor’s task of understanding and preaching God’s Word. The student learns the principles of Biblical interpretation as a necessary activity that is embedded in the task of preaching. Exegesis is based on the English Bible and/or the Bible in the student’s mother tongue. Several complete sermons that proclaim the full counsel of God will be preached, effective communication skills will be developed, and skills will be developed on using prepared sermonic material.

EIIT05 Pastoral Ministry I – Dr. Rick Marrs

Summary: Building on a Lutheran understanding of theology, what does it mean not simply to be a “Lutheran,” but specifically a Lutheran pastor. Explore the Biblical and confessional principles that shape Lutheran pastoral practice. Develop a verity of pastoral skills that are needed to apply Word and Sacrament in culturally sensitive ways to God’s people, individually and corporately.

EIIT06 Lutheran Theology and Practice I: Lutheran Foundations – Dr. John Tape

Summary: Lutheran Theology and Practice I focuses our study on the singular reason for which Christianity exists, namely, the confession of Jesus Christ, true God and man, who was handed over for our trespasses and raised for our justification. It explores the nature of that confession within the context of Son of God's place relationship to the Father and the Spirit as well as his relationship to us through the Incarnation. The course also explores the ramifications of the church's confession of Christ's salvific work for the reconciliation of the world to God and to one another.

EIIT07 Lutheran Theology and Practice II: Means of Grace – Dr. Jerry Eickmann

Summary: This course focuses on how our Triune God furthers his work of rescuing people from sin as he meets them as their Savior today through the means of grace: the Word of the Gospel, Baptism, and the Lord's Supper. Through these means God not only gives forgiveness, but also creates and strengthens saving faith. Although some stubbornly refuse to believe, God's use of the means of grace under girds both personal piety and the mission of the church throughout the world.

EIIT08 Lutheran Theology and Practice III: People of God/ Church and Ministry – Dr. Charles Arand

Summary: "The Body of Christ" represents the culmination of the three courses on Lutheran foundations.

Centered upon the Gospel as the core of the Christian faith (Course 1) which is delivered to us through a variety of means (Course 2), we now explore how we have been gathered together into the body of Christ and for what purpose. To that end, this third course will examine the nature of the church, the unity of the church, the mission of the church, and the relation of the church to the wider society. As in the previous courses, this course will be integrative by drawing together biblical, historical, and doctrinal materials and bringing it to bear upon the challenges facing the church today.

EIIT09 Understanding and Preaching the Word of God II - Dr. David Peter and Rev. Paul Schult
Summary: Develop greater skills in discerning the meaning of God's Word and the purpose, function, and structure of a sermon. Understand and proclaim O.T. texts, parables, and miracles.

EIIT10 Evangelism and Missions – Dr. Yohannes Mengsteab
Summary: A theological understanding of conversion is placed with the context of grace/church/mission. Basic skills in witnessing, evangelism and apologetics are emphasized.

EIIT11 Church History I (to 1500) – Dr. Timothy Dost
Summary: Understanding of selected major figures and events in church history through the medieval period, including especially the historical context of the Creeds.

EIIT12 Teaching the Faith – Rev. John Palka
Summary: Knowledge of the content and context of Luther's catechisms in order to teach the faith.

EIIT13 Church History II (from 1500) – Dr. Timothy Dost
Summary: Survey of post 1500 church history with focus on Reformation and its ongoing influence.

EIIT14 The Church in the World Today – Dr. Thomas Manteufel
Summary: Understand how Christianity relates to other religious bodies and the entire contemporary context of world religions, both in terms of theological outlook and with reference to mission and witness.

EIIT15 Law and Gospel – Dr. David Wollenburg
Summary: Comprehensive understanding of this fundamental way of "thinking like a Lutheran."

EIIT16 Pastoral Ministry II – Dr. William Utech
Summary: Review of basic pastoral theology with attention to specific questions raised in the individual pastoral context.

EIIT-17 Deaconess Foundations – Dr. Timothy Dost w/Deaconess Gloria DeCuir;
deaconess specific curriculum *replacing* EIIT05.

EIIT-18 Deaconess Seminar I – not created;
deaconess specific curriculum *replacing* EIIT 09.

EIIT-19 Deaconess Seminar II – not created;
deaconess specific curriculum *replacing* EIIT 16.