



Lutheran School of  
Theology *at* Chicago

*CALLED INTO THE WORLD*

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# 2021-2022

## Theological Education for Emerging Ministries (TEEM) Program Manual

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The 2021-22 TEEM Manual and the information it contains supersedes and replaces any earlier manual versions.



“I cannot say enough great things about the TEEM Program at LSTC. I am a newly appointed Synodical Authorized Minister serving as a Pastor in the ELCA. At the same time, I have a full-time career that has high demands on my time. The TEEM Program was God sent as I was looking for ways to balance both my desire to be obedient to God’s calling and manage my demanding career. The program has been flexible enough that classes fit around my schedule at the church and work.”

- Sean Ramsey, current LSTC TEEM student and Synodically Authorized Minister at Bethany Evangelical Lutheran Church in Chicago, IL.

*The following information is from the 2021 Candidacy Manual, pages 49–52.*

### ***Theological Education for Emerging Ministries***

Theological Education for Emerging Ministries (TEEM) is a leadership formation process in the ELCA designed for those who meet the established criteria. Authorized in the ELCA Constitution (7.31.04) and described in the Study of Ministry (2003), the Study of Theological Education (1993; 1995), and the ELCA's Plan for Mission adopted at the 2003 Churchwide Assembly, the TEEM process responds to ministry needs of the ELCA.

TEEM candidates do not self-identify. Consideration for admittance into the TEEM process begins with the granting of Entrance by a candidacy committee, followed by a recommendation from a synod bishop (section 5.1.3). The director for candidacy in the Christian Community and Leadership home area then grants acceptance of a candidate into the TEEM process, when the criteria for acceptance listed below are met.

#### **5.1.1 Criteria for Acceptance into TEEM**

A person seeking to complete all the academic and practical requirements for Word and Sacrament ministry through the TEEM process will demonstrate the identified characteristics (section 2.1). Every candidate participating in the TEEM process must be serving in an emerging ministry site identified by a synod bishop.

#### **5.1.2 Emerging Ministries**

Emerging ministries are Word and Sacrament communities that meet one or more of the following criteria:

1. ethnic-specific, multicultural, or recent immigrant ministries;
2. small membership rural or urban congregations where a synod bishop has had difficulty identifying and placing a candidate for call;
3. new mission starts authorized through normal ELCA processes;
4. congregational renewal ministries authorized through normal ELCA processes; and
5. ministries with people who are differently abled.

#### **5.1.3 The TEEM Process**

TEEM candidates will complete all the steps in the candidacy process outlined in this manual. A candidate's admittance into TEEM will occur only after the steps listed below have been completed.

1. A synod bishop provides a letter recommending a candidate for admission into the TEEM process. The bishop's letter of recommendation must identify a specific ministry site where the candidate will serve. The same ministry site will serve as both the candidate's teaching parish experience and the location of a supervised internship.
2. The director for candidacy acts to accept the candidate into the TEEM process following the granting of Entrance.

After TEEM candidates complete the academic and practical ministry requirements and are granted Approval by a candidacy committee, they will normally serve their first call in the ministry site originally identified by the synodical bishop. Following first call, the opportunities for mobility will be the same as for all ELCA rostered ministers.

#### **5.1.4 Steps in Candidacy for TEEM**

Candidates for the TEEM process must be granted Entrance by a candidacy committee. In preparation for an Entrance interview, the following are required:

1. Candidacy Application form, Entrance essay, and Entrance Information form;
2. Congregational Registration form;
3. background check (section 3.2);
4. psychological evaluation (Appendix B);
5. personal financial worksheet;
6. personal health assessment;
7. transcripts, licenses, and certificates;
8. when appropriate, evidence of payment of the application fee; and
9. A consent form to release student information under the Family Educational Rights and Privacy Act (FERPA) must be completed by the candidate, at each step of the candidacy process, and shared with the seminary. The form authorizes the seminary to share information with the candidacy committee.

Following the granting of Entrance, a candidacy committee will send the following documentation to the director for candidacy:

1. the Entrance decision form,
2. the Entrance essay, and
3. a bishop's letter of recommendation identifying the ministry site where a candidate will be serving.

After review of the documentation, the director for candidacy will send the synodical bishop and the candidacy committee a written notification of acceptance or rejection into TEEM with copies to the candidacy leadership manager. Candidates not accepted into TEEM may continue the candidacy

process by applying for admission into a Master of Divinity program at an accredited seminary.

#### ***5.1.4.1 TEEM Competency Assessment Panel (CAP)***

Following notification of a candidate's acceptance into the TEEM process, a member of the DM candidacy staff will normally convene a Competency Assessment Panel (CAP) with faculty from a seminary that offers a TEEM curriculum. When a CAP is convened in a synod, the synod will be responsible for travel costs for seminary faculty asked to serve on the panel. A synod may request the candidacy leadership manager to convene a CAP using electronic technology. The primary responsibility of a CAP is to assess the candidate's knowledge and leadership abilities in each of the competency areas (section 5.1.6). In conversation with a candidate, a CAP will identify the academic work or other training needed to strengthen the candidate's ministry skills and make a recommendation to the candidacy committee. The panel does not have authority to reverse a candidacy committee's Entrance decision. A CAP normally includes:

1. the seminary TEEM director and, when possible, an additional seminary faculty person
2. a synodical bishop or designee;
3. a member of the candidacy committee;
4. a DM candidacy staff person;
5. a member of the appropriate ethnic community; and,
6. when the candidate is an approved lay-mission developer, the synod's director for evangelical mission.

The seminary TEEM director will normally serve as the candidate's faculty adviser, accompanying the candidate through completion of the candidacy process.

The number of CAP meetings with a candidate will vary depending on synod and seminary expectations. Normally, a CAP will meet with the candidate at the beginning of the process, at Endorsement, and again prior to Approval. Communication technologies, such as conference calls and online meetings, may be used to facilitate CAP meetings.

#### ***5.1.4.2 Competencies***

A Competency Assessment Panel (CAP) assesses the candidate's understanding of Lutheran confessional theology and identifies additional resources and coursework that will strengthen the candidate's ability to integrate Lutheran theological understandings with the praxis of ministry. A CAP assesses the following:

1. Bible — skills for understanding and interpreting Scripture through a Lutheran hermeneutic.
2. Theology and ethics — an ability to reflect critically through Lutheran theological and ethical lenses.
3. Lutheran Confessions — an ability to articulate and integrate into ministry the foundational teachings of the Lutheran church.
4. Church history — a basic understanding of the history of Lutheranism in the United States.
5. Worship — an ability to lead worship, preach, and serve as a spiritual leader.
6. Teaching — an ability to teach the Christian faith to others.
7. Evangelical mission and stewardship — skills and knowledge for leading and developing communities of faith in responding to God's mission through outreach and the practice of holistic stewardship.
8. ELCA structure and polity — an understanding of the interrelationship among all expressions of the church.
9. Administration — basic church administrative skills.
10. Service — a commitment to justice and skills for addressing hunger and poverty.
11. Pastoral care — knowledge, skill, and experience in providing basic pastoral care to people in various life circumstances, as well as the ability to lead and prepare others to provide appropriate ministries of care.

#### ***5.1.4.3 Endorsement***

At the approximate midpoint of the process, the TEEM candidate will participate in an Endorsement interview with a CAP, which serves as an Endorsement panel and makes a recommendation concerning Endorsement to the candidacy committee. Prior to the interview, a candidate will complete an Endorsement essay. The TEEM director, or in some cases the faculty adviser, will participate in the panel. Endorsement is an important point in the candidacy process because it provides the candidacy committee with an opportunity to assess the candidate's progress and readiness to complete candidacy. Based on a CAP recommendation, the candidacy committee will make an Endorsement decision.

#### ***5.1.4.4 Approval***

When a candidate has successfully completed a program of study, a CAP will act on behalf of the seminary faculty and complete the Approval recommendation (form D). The candidacy committee will then follow the regular process for Approval, including an Approval essay and interview.

The granting of Approval by a candidacy committee is required for completion of the TEEM process.

#### ***5.1.4.5 First Call***

After being granted Approval and completing the necessary candidate First Call form and the Rostered Minister Profile (RMP). TEEM candidates will participate in the First Call process, which completes candidacy and marks in the churchwide records that the candidate is ready to be called to the ministry site at which they are serving. If a TEEM candidate is granted an Approval, but the ministry site where the candidate is serving is no longer able to extend a call, the candidate may enter the regular First Call process to seek a first call in another ministry site.

#### ***5.1.5 Seminary Experience***

Seminary TEEM programs will provide:

1. a solid grounding in Lutheran theology and the Lutheran Confessions to enable a candidate to articulate a Lutheran theological perspective;
2. a firm understanding of ministry and mission in a Lutheran context, including the integrity and variety of Lutheran worship;
3. the opportunity for a candidate to participate in current theological conversations and establish relationships with future colleagues in ministry; and
4. participation in the seminary's boundary and safe-church workshops, or the equivalent offered by a synod.

#### ***5.1.6 Internship***

Following Entrance and in the first year of ministry, TEEM candidates will receive supervision mutually agreed upon by the candidacy committee and the seminary in the site where they are presently serving.

Supervision provides a TEEM candidate with an opportunity to receive structured feedback from an experienced pastor. The seminary internship evaluations or other structured feedback forms are normally completed during a candidate's second year of service in a ministry site and sent to the appropriate candidacy committee and the seminary TEEM director.

#### ***5.1.7 Supervised Clinical Ministry***

Clinical Pastoral Education (CPE) is important for the development of pastoral care skills. The CPE program must be selected with sensitivity to and understanding of a candidate's culture and ministry responsibilities.

When a ministry setting would be negatively affected by a candidate's prolonged absence, or when a regular CPE program is not available, a

candidacy committee may recommend an alternative contextualized CPE program in consultation with a CAP.



*The following information provides further information about the TEEM experience at LSTC, outside of the information from the candidacy manual.*

## **WHAT DOES THE TEEM EXPERIENCE LOOK LIKE AT LSTC?**

TEEM is founded on the principle that the church has ministry needs and often needs a multiplicity of paths for meeting those needs.

LSTC is committed to providing coursework, field education and mentorship in intense collaboration with synodical staff and TEEM procedures.

## **GETTING STARTED**

As stated in 5.1.3 of the Candidacy Manual, this process only begins when “a synod bishop provides a letter recommending a candidate for admission into the TEEM process.” This letter will specify the specific site where the TEEM candidate will be placed and where the TEEM candidate will serve.

Once the candidate is entranced, conversations with LSTC can begin concerning the best steps forward for that candidate. The starting date for the program will vary, depending on which version of the TEEM program at LSTC the candidate takes.

## **TEEM EXPERIENCE PROGRAM OPTIONS:**

The TEEM experience at LSTC takes two specific forms: 1) the Coursework Based Certificate Program or 2) the Intensive Based Certificate Program.

### ***Coursework Based Certificate Program***

While the Intensive Based Certificate Program follows the more traditional TEEM trajectory, the Coursework Based Certificate Program offers a different experience. This program takes advantage of the expertise of LSTC faculty and their coursework on key competencies outlined in the ELCA Candidacy Manual. All of these courses can be accessed either on campus or via ZOOM.

This is a cohort program, which means students that enter the program will proceed through the coursework together. True to LSTC’s commitment to residential and contextual learning, each TEEM cohort will actively supported by academic mentors, as outlined in this TEEM manual.

Because this TEEM program is based on current LSTC coursework, LSTC TEEM candidates will take this coursework for **credit**, although in special

circumstances TEEM candidates can elect to audit. Because they are taking these courses for credit, they can use those credits toward an MDiv at LSTC if they choose to.

LSTC's TEEM program is based on six courses taught at LSTC that cover the competencies listed in the TEEM manual. The competencies that are not covered via coursework will be addressed through workshops.

**Coursework Based Certificate Program (Version 1)**

Year	Fall Semester	Spring Semester
Year 1	Genesis – Revelation (Bible Survey)  Orientation to TEEM (workshop)	Sacramental Landscape (Worship/Liturgy)  Grace Incarnate (Lutheran Confessions)  Boundaries (workshop)  Leadership/Stewardship (workshop)
Year 2	Preaching  History and Theology  Pastoral Care (workshop)  ELCA Structure/Polity (workshop)	Public Church I  Christian Education (workshop)  Administration (workshop)

**Coursework Based Certificate Program (Version 2)**

Year	Fall Semester	J-Term	Spring Semester
Year 1	Genesis – Revelation (Bible Survey)  Orientation to TEEM (workshop)	Grace Incarnate (Lutheran Confessions)	Sacramental Landscape (Worship/Liturgy)  Boundaries (workshop)  Leadership/Stewardship (workshop)
Year 2	Preaching	History and Theology	Public Church I  Christian Education (workshop)

	Pastoral Care (workshop)		Administration (workshop)
	ELCA Structure/Polity (workshop)		

***Intensive Based Certificate Program (this program is still under construction and will be available Fall 2022)***

TEEM candidates in this program will need to be on campus three times per year (Orientation/August, January, and May). This is a three-year program that will equip candidates for ministry in their contexts. The program consists of 16 course intensives as well as 8 workshops. Courses are a day and half and take place in the last week of August, the second week in January and the third week in May.

These offerings are not eligible to be counted toward an academic degree. If you are interested in taking coursework that would count toward a Master of Divinity degree, please see the Coursework Based Certificate Program above.

Year	Orientation/August	January	May
Year 1	Lutheran Vision, Vocation and Leadership  Gospels  Intro to TEEM (workshop)	Old Testament I  Lutheran Worship  Community Building (workshop)	Church History  Pastoral Care  Gender/Sexuality (workshop)
Year 2	Preaching  Pauline Epistles  Boundaries (workshop)	Advanced Preaching  Ecumenical/Interfaith Leadership  Race in the Church (workshop)	Spiritual Practices for Ministry  Old Testament II  Reading the Context (workshop)
Year 3	Systematic Theology I	Systematic Theology II	Graduation!

	Ethics  The ELCA today (workshop)	Teaching Ministry  Stewardship and Evangelism (workshop)	
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Because you are only on campus three times per year, it is important to know that a lot of work will need to be done between campus visits. Approximately three months prior to each campus visit, students are e-mailed course syllabi and book lists. Students begin their work with their academic mentors (see below) about three months before the on-campus class sessions, and they continue their work with their academic mentors after the on-site visits. Depending on the session and the faculty member, a variety of assignments will be due in the months after the on-campus instruction. Thus, for three years there is a steady flow of work that must be turned in to receive credit for the certificates.

**ACADEMIC MENTORS and FACULTY ADVISORS (appointed by LSTC)**

Regardless of whether a TEEM candidate is enrolled in the Coursework Based Certificate Program or the Intensive Based Certificate Program, the relationship with an academic mentor and a faculty advisor is essential.

***Coursework Based Certificate Program***

TEEM candidates who pursue this path will be taking masters level courses and it will be important that they have access to both a faculty advisor and an academic mentors (if needed). While faculty advisors meet with TEEM students regularly to advise them on their overall movement through the program, the academic mentor works closely with them on the work required for each course. LSTC will provide academic mentors to TEEM students; depending on the size of the cohort, some academic mentors will work with multiple TEEM students.

Academic mentors will be available weekly, both before and after class, to assist TEEM candidates in the academic challenges of the courses they are taking. The primary times academic mentors are available are before and after classes. At times, academic mentors may be available to sit in during the course as well.

This academic mentor will be able to:

- Discuss readings

- Provide editing assistance for written assignments
- Help TEEM candidates navigate the classroom experience
- Serve as an advocate for the student with the LSTC professor
- Work closely with the student to make connections between the academic pursuit and real live ministry experience
- If necessary, provide language instruction (in particular for Spanish speaking TEEM students)

### ***Intensive Based Certificate Program***

Because students will only be on campus three times per year, it is essential that they have a resource to help them through the academic challenges when they are not on campus. The candidate's synod will provide an academic mentor that will be able to assist when TEEM students are both on and off campus.

The academic mentor will be involved with the TEEM candidate year-round, to facilitate year-round learning.

This academic mentor will be able to:

- Discuss readings
- Provide editing assistance for written assignments
- Provide essential links between academic study and ministry in the congregational setting
- If necessary, provide language instruction (in particular for Spanish speaking TEEM students)

Academic mentors are available up to 3 hours/week and will be available during the times when students are on campus for workshops.

## **TUITION AND FINANCIAL AID**

TEEM candidates, like all students, are eligible for financial aid. The terms of this financial aid will depend on a few variables, including which program (Coursework Based Certificate Program or Intensive Based Certificate Program) you are enrolled in.

### ***Intensive Based Certificate Program***

If you are enrolled in this program then you have decided you are not going to pursue academic credit for your work at LSTC. Over the course of three years, you will take 16 intensives and 8 workshops.

Students are encouraged to seek financial assistance from their home congregations and their respective synods. Financial aid is also available for TEEM candidates through LSTC. The synod, the congregation and LSTC will come to financial aid decisions based on the unique needs of each candidate.

As this program will not be available until Fall 2022, tuition rates are not yet available.

### ***Coursework Based Certificate Program***

One of the unique elements of LSTC's TEEM program is that it enables student to take advantage of our coursework on their path to ordination. We have had multiple students receive their ordination via TEEM and then continue on with coursework to also receive an MDiv degree. They have taken six courses for credit as TEEM students and then continue to take the rest of the required coursework as traditional degree-seeking students.

*Financial aid is available for TEEM candidates through LSTC.* Students are also encouraged to seek financial assistance from their home congregations and their respective synods. The synod, the congregation and LSTC will come to financial aid decisions based on the unique needs of each candidate.

For the 2021/22 academic year, a masters course costs \$2,175.

**For more information about the LSTC TEEM program, please contact Scott Chalmers at [schalmers@lstc.edu](mailto:schalmers@lstc.edu) or 773-575-2437.**



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