



Professional Worker's Packet

Iowa District East—LCMS
April 2017

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**17 Communication/Technology
Coordinator Job Opening**

Upcoming Events

19 LLL Convention—March 25

20 Early Childhood Conference-March 25

22 2017 Spring Conference

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lcmside.org



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The Professional Packet is Iowa District East's monthly newsletter sharing updates on vacancies, upcoming events, and district news.

President's Piece for Peace

Rev. Dr. Brian S. Saunders

April 2017

For the past two months I have written about the difficult but necessary task of rightly dividing Law from Gospel in the sermons preached. The same is true when it comes to any classroom instruction of the Word of God. Now that we have entered the penitential season of Lent, this would be a good time to bring up one more aspect of preaching and teaching the Sacred Scriptures. I speak now of the fruit of faith known in the Lutheran Confessions as "The New Obedience." Lenten preaching and teaching is an excellent time to speak about the new obedience of the Christian. Being a Christian is a life different from those in the kingdom of unbelief. Make no mistake, I am not talking about how one becomes a Christian. I am talking about the life that one who is a Christian lives under the power and grace of the Holy Spirit.

Article VI of the Augsburg Confession says: "It is taught among us that such faith should produce good fruits and good works and that we must do all such good works as God has commanded, but we should do them for God's sake and not put our trust in them as if thereby to merit favor before God." Good works are required, not as though because of them we are granted grace, but because we have been granted grace we can now do them. God does command them and at the same time provides the power by which they are done. In fact, the new obedience is as connected to faith as light is to the sun. The sun does not need to be told to shine, it shines because that is what it is, a shiner.

In the Formula of Concord Article VI we read "Fruits of the Spirit, however, are those works which the Spirit of God, who dwells in the believers, works through the regenerated and which the regenerated perform in so far as they are reborn and do them as *spontaneously* as if they knew of no command, threat, or reward. In this sense the children of God live in the law and walk according to the law of God." The child of God is able to walk according to the law of God because of the Holy Gospel of God. The Gospel makes one a "shiner" if you will. While God commands good works from those who are His, we do them because that is what He has re-created us to be and to do.

It is most certainly appropriate during the preaching of Lent to make this known. Lent is a time of introspection, even inspection of one's self. An honest evaluation is going to reveal short falls and short comings of God's commands. We will see the darkness of a tainted heart from which flow the fruit of a sinful nature. We will not hold a pep rally to congratulate ourselves nor an awards banquet to be honored by others. We can only kneel before the purple parament with a broken and contrite heart.

Unto the lowly soul comes the exalted and victorious Christ with His Good News. A divine rescue results as the Blood of Christ is poured upon each lowered head. Now a newness is present. A newness of love toward God and toward our neighbor. These are the foundation for the new obedience AC VI is talking about. Direction, explanation, guidance and instruction in the Word of the newness of life is appropriate and catechetical for the hearer and the student.

God be with you and bless you all as you serve in His Kingdom by preaching and teaching the full council of our Lord in this Lententide.

President Saunders

Calendar of Events

March

23	MT. VERNON	Prof. Church Workers 9:45am St. Paul's
23	MARION	Youth Committee 6:00pm District Office
25	HIAWATHA	Early Childhood Conference 8:15am Zion
25	CEDAR RAPIDS	Parish Nurses 9:00am Bethany
30	MARION	Mission Committee 9:30am District Office

April

14		Good Friday District Office Closed
16		Easter Sunday
18	MARION	Board of Directors 9:00am District Office
19	CEDAR FALLS	Schools Committee 1:00pm Valley Lutheran
27	MT. VERNON	Prof. Church Workers 9:45am St. Paul's

May

1-2 **CEDAR RAPIDS** Spring Conference
Bethany

29 Memorial Day Holiday
DO Closed

June

10 **CEDAR FALLS** Worship Workshop
Valley Lutheran High

19 **ANAMOSA** District Golf Outing
9:00am
Fawn Creek

21 **ALTOONA** Lutheran Day
at Adventureland

22-25 **ALBUQUERQUE** LWML
2017 Convention

July

4 Independence Day
District Office Closed

25 **MARION** Board of Directors
9:00am
District Office

Save the Dates

April 2017

Spring Workers Conference May 1-2, 2017

**Bethany Lutheran Church
Cedar Rapids, IA**

Lutheran Day at Adventureland June 21, 2017

**Adventureland
3200 Adventureland Dr
Altoona, IA 50009**

Fall Pastors' Conference October 2-3, 2017

Presenter: Rev. Dr. John Stephenson

**Camp Io-Dis-E-Ca
Solon, IA**

Vacancy Updates

April 2017

Calling Congregations:

New Hope, Charles City—Chris Gorshe (vacancy pastor)
Trinity, Davenport—Senior Pastor
Calvary, Deep River—Stuart Rethwisch (vacancy pastor)
Immanuel, Grinnell—Fred Berry (vacancy pastor)
Homestead/Wellman—Dean Rothchild (vacancy pastor)
Newton, Our Savior—Joel Picard (vacancy pastor)
St. Matthews, Sherrill—Kris Kincaid (vacancy pastor)
St. John, Waverly—Keith Brustuen (vacancy pastor)

Pastors Call Update:

Accepted: Clarke Frederick, Mason City to Messiah, Mason City (Installed 4/30/17)

Declined: Andrew Gray, Marengo to Board of International Mission—Belize
Kevin Johnson, Holy Cross—Carlisle to St. John—Waverly

DCE/Schools/Teacher Update:

Vacancies: Valley Cedar Falls—High School Teacher
Valley, Cedar Falls—Middle School Teacher
Trinity, Cedar Rapids—Kindergarten Teacher
St. Paul, Latimer—Principal/Teacher Combo
Central, Newhall—Middle School Teacher

Declined: Dan Scheild, Wausau, WI to St. Paul, Latimer—Principal/Teacher.

Updates to 2016 Directory

April 2017

Page #	Name	Change
18	Menet, David M (Carrie)	Address: C/O 1555 W RIDGEWAY AVE WATERLOO 50701-4434 Email: Pdm52@mchsi.com Phone: 847-951-5252
20	Ognoskie, Daniel (Judith)	Address: 1010 Maurer St Wilton 52778 Email: revdanognoskie@gmail.com Phone: 815-260-1211
23	Splett, David	New Email: revdav1950@gmail.com
29	Mueller, Gilbert	New Email: Gib.mueller1931@gmail.com
39	Eldora, St. Paul	New Email: revdav1950@gmail.com
55	Monroe, Pat	Deaconess at Word of God Address: 510 9 th Ave, Box 119 Sully, IA 50251 Email: iowadeaf@aol.com Phone: 712-435-9663
46 56	Sullivan, Sonya	Add as Youth Coordinator Email: youth@splcmv.org

To “Do” or a “For You” List

Rev. Dr. Dean F. Rothchild—Assistant to the President

April 2017

When I was a child my dad used to drive the family car to Johnnie’s filling station and tell the attendant to “filler-up.” Now most gas is sold at convenience stores and you have to fill the tank yourself. There are two states, Oregon and New Jersey, where it is against the law to pump your own fuel. So if you are traveling in either one of those states you can still say “filler-up.” Martin Luther said that we come to worship like a beggar with an empty bag and God fills it up.

We all have our “to do” lists and unfortunately much of American Christianity has turned Christianity into a big “to do” scenario. For the evangelicals, salvation is no longer by grace through faith in Christ Jesus but is grounded in their “decision” to follow Jesus. Instead of killing the old-Adam with the Law they are bent on reforming the person. If nothing is killed by the Law then nothing can be raised to life by the Gospel. Worship which flows from that scenario becomes something which we are doing. Instead of coming to receive His gifts, the evangelicals want to bring to God all that they think that He needs!

The “to-doers” are so busy doing that they don’t need to be served by the Savior Himself. Remember what Jesus said: “For who is greater, the one who reclines at table, or the one who serves? Is it not the one who reclines at table? But I am among you as the one who serves” (Luke 22:27). “Just as the Son of Man did not come to be served, but to serve, and to give His life a ransom for many” (Matt. 20:28). God doesn’t need or want our filthy works, He wants faith in the heart, faith which He bestows through His Holy Gospel.

Sometimes we are so “full of ourselves” that we fail to realize just how empty we are. Jesus was just the opposite in His redeeming work on behalf of all people. “Who although He existed in the form of God, did not regard equality with God a thing to be grasped, *but emptied Himself*, taking the form of a bond-servant, and being made in the likeness of men. And being found in appearance as a man, He humbled Himself by becoming obedient to the point of death, even death on a cross” (Phil. 2:6-8).

He pours out His life-blood on the cross so that He can bring to us His grace and mercy. As we are emptied of ourselves He comes to fill us up.

The Gospel as we know is a promise. It is a promise for you. Jesus died on the cross, for you. Jesus rose from the dead, for you. Forgiveness of sins is bestowed in Holy Absolution for you. Your Pastor preaches Christ-centered sermons and preaches the Gospel, for you. The Holy Supper brings salvation and life, to you. Salvation is for you. You were baptized into the death and resurrection of Christ Jesus, and that was for you.

In terms of the Law, which is a “to-do list”, Jesus has done it all, for you! “And He said to them, “Thus it is written, that the Christ should suffer and rise again from the dead the third day; and that repentance for forgiveness of sins should be proclaimed in His name to all the nations, beginning from Jerusalem” (Luke 24:46-47). Thanks be to God for pastors who faithfully and generously proclaim a “for you” message of Christ Jesus, crucified and risen, for you!

Capital Campaign Update



Proclaiming Christ Jesus! Luke 24:46-47

Capital Campaign (Update: 3-9-17)

approved on 6/29/12 by Iowa District East in Convention.

- Pastors are being contacted by phone for potential names of those saints in Christ Jesus who may wish to make an individual gift.
- Dr. Rothchild will send a letter of introduction to potential donors and will follow-up with a phone call to schedule a personal visit.
- Dr. Rothchild will show the DVD and share other information at the time of his visit and the saints will be given a donor form to complete as they deem appropriate.
- Dr. Rothchild wishes to thank all our faithful donors, both individuals and congregations

Update:

Gifts received to date: \$ 663,489
Gifts promised in next 1-7 years: \$ 44,550

Total to Date: \$ 708,039

For further information, please contact Rev. Dr. Dean F. Rothchild at 319-373-2112 (office), 319-350-9564 (cell) or deanrothchild@lcmiside.org.

Haven't I Smelled You Somewhere Before?

Jan Doellinger
Assistant to the President—Schools

April 2017

“But thanks be to God, who always leads us in triumphal procession in Christ and through us spreads everywhere the fragrance of the knowledge of him. For we are to God the aroma of Christ among those who are being saved and those who are perishing.” 2 Corinthians 2:14,15

The story is told of a busboy in a Chinese restaurant who went to the bank to get change for \$500. He was asked to get \$250 in coins and \$250 in one-dollar bills. The bank teller grabbed a stack of \$100 bills by mistake and gave the young man \$250 in coins and \$25,000 in bills. The young man noticed the error right away but didn't say anything. He left the bank, went home, and hid some of the money. With the other part of the money he went to a different bank and got \$250 in one-dollar bills. He then went back to the restaurant thinking he had made a small fortune.

The bank teller, when she discovered the mistake, couldn't identify the person whom she had given the \$100 bills, but she remembered how he smelled. She knew from his scent he worked at a Chinese restaurant. She not only remembered the aroma, but she was able to connect it with the exact restaurant where the busboy worked. With the police, she located the restaurant and identified the busboy. The busboy was fired, the money was recovered, and the bank decided not to prosecute since the mistake was theirs.

What does your school or church smell like?

I can remember walking into our school building the day after hosting the Central Lutheran School brunch, one of the biggest fundraisers of the school year. You could smell pancakes and sausages in the hallway and gym for days. Maybe you have similar experiences.

Ordinarily, aroma is a byproduct of activity. When you exercise, you work up sweat and get body odor. (Just ask a 5th grade teacher what it's like sitting in a class with 20 students just after noon recess and the windows are shut because it's 10 degrees outside.) When you eat garlic, you get garlic breath. If you douse yourself with perfume or aftershave, you smell like the fragrance counter in a department store. Or if you live in or around Cedar Rapids, do you call it the City of Five Seasons or the City of Five Smells?

Obviously, St. Paul isn't talking about the literal meaning of “aroma”. The aroma Paul is talking about is not necessarily detected by the nose. It is sensed by those who come in contact with us. As Christians, there is something about us that radiates the love of Christ. In our ministry as servants of Christ, we serve students and families in the spirit of love and humility. We begin to pick up the aroma of Christ. Whether we are a teacher, pastor, or layperson, the people we serve and have a relationship with are hearing the sweet message of the Gospel by what we think, say, and do.

To be able to be the aroma of Christ takes a deep down cleaning in our spirit, our heart, and our soul. That happened at our baptism. That's why the promise in 1 John 1 is so beautiful when it says, “If we say we have no sin, we're only deceiving ourselves. The truth is not in us. But if we confess our sins, God who is faithful and just will forgive our sins and cleanse us from all unrighteousness.”

None of this would be possible if Christ hadn't gone to the cross and took our place. Our Father in heaven, who is the source of our life, loves us so much – even though we don't smell very good (our works are like “filthy rags”) – that He was willing to sacrifice His own Son. He gave His Son, Jesus, to die on the cross in our place. He forgave our sins and planted His heart and His Spirit in us so we might have life in His name. We have eternal life because of Jesus Christ.

Our love for Christ is not perfect. Neither are our students or congregation members. But our faith trusts the faithfulness of Christ who promises that we belong to Him, He forgives our sins, and His Holy Spirit lives in us. By that power we are enabled to be that sweet aroma in our relationships with our students, congregations, and families. May each of you be strengthened by the power of the Holy Spirit to bring the aroma of Christ in every relationship with which you live and work.



Drinking alcohol in excess is a risky behavior that can have lasting effects on your health.

Every 2 minutes someone dies because of alcohol. In fact, excessive drinking is the third-leading lifestyle-related cause of death in the U.S. Drinking alcohol is linked to more than 60 health issues.

When you drink in excess, the effects of alcohol aren't limited to just you. Your drinking can also hurt someone else. Half of all alcohol-related deaths are due to unintentional injuries, such as from car accidents, for example.

Excessive drinking defined

Heavy drinking and binge drinking fall under the category of "excessive drinking."

- Heavy drinking:
 - More than one drink per day on average for women.
 - More than two drinks each day on average for men.
- Binge drinking:
 - More than four drinks during one time (generally in a two-hour period) for women.
 - More than five drinks during one occasion for men.

One drink is considered:

- 12 oz. of beer or a wine cooler
- 5 oz. of wine
- 1.5 oz. of distilled liquor (for example, vodka, rum or whiskey)

A personal problem: how alcohol misuse hurts you

When you drink alcohol, it's quickly absorbed from the stomach and small intestine and into the bloodstream. The liver can only break down (metabolize) a small amount of alcohol at a time. The rest of the alcohol lingers in the bloodstream and causes you to "feel drunk." This harms the central nervous system (the brain and spinal cord), which is dangerous because the central nervous system controls all functions of the body. The more alcohol you drink at once, the greater the damage.

The immediate effects of alcohol may include:

- Impaired judgment and inability to measure risks
- Lowered inhibitions
- Slower reaction time and reflexes
- Loss of coordination and balance
- Distorted vision
- Lapses in memory

Drinking too much alcohol over time can cause a slew of lasting health problems, such as:

- Chronic liver disease

- Cancer
- Heart disease and stroke
- Mental health issues, such as depression and anxiety
- Alcohol addiction
- Medical problems in unborn babies if any amount of alcohol is consumed during pregnancy.
- Alcohol poisoning, which can be deadly. This can happen when you drink too much at once

Alcohol misuse can also impact other areas of your life. It's linked with:

- Domestic abuse and other violent behaviors
- Relationship issues
- Risky sexual behaviors
- Financial problems
- Being unproductive at work
- Accidents

A public health problem: how alcohol misuse hurts others

Excessive alcohol use hurts us all. It reaches into every aspect of society and has an economic impact as well. Look at the facts:

- One-fifth to one half of all car accident deaths are due to alcohol.
- Of people admitted to hospitals (not counting those in maternity or intensive care units), 25 percent to 40 percent are being treated for alcohol-related issues.
- Alcohol problems cost the U.S. about 185 billion dollars per year. Health care expenses for alcohol-related illness and injury cost 22.5 billion dollars each year.
- Underage drinking is a huge public health problem:
- Alcohol is a leading cause of death and injury in teens from car accidents, fires, drownings, homicides and suicides.
 - When teens drink, nine out of 10 times they are binge drinking.
 - One in four teens admits to binge drinking.
 - Three in 10 teens admit to riding in a vehicle with a driver who has been drinking.

Be responsible

If you are 21 years of age or older and choose to drink, do so in moderation. Women should only have one drink per day, and men should limit alcohol to two drinks each day. It is not safe to drink any amount of alcohol during pregnancy.

Never drink alcohol before or while driving, or when participating in any other activities that require skill or concentration

Article taken from Kansas Parish Nurse Ministry April 2017 Newsletter. Submitted by Ronda Anderson RN, Iowa District East Parish Nurse District Representative.

Camp Io-Dis-E-Ca



April 2017

Higher Things Confirmation Camp

It's time to give those catechisms some summer attention! With the busyness of summer, many confirmands go months without picking up their catechism, let alone even thinking on the content they learned in confirmation and catechesis class the year before. Before confirmands know it, they'll be thrust right back into the swing of their confirmation studies in the fall, scrambling to recover and remember what they already went through last year.

Higher Things Confirmation Camp is here to give confirmands a refresher and new insight into their Lutheran catechesis life. Over the course of a 4-day camp at Camp Io-Dis-E-Ca in Solon, IA, Rev. David Kind (University Lutheran Chapel - Minneapolis, MN) will lead confirmands in their catechism study and Rev. Sam Beltz (St. John Lutheran - Oskaloosa, IA) will preside over our worship times for the week. It'll be a week filled with edifying catechesis, distinctively Lutheran worship, and tons of outdoor fun!



At Camp Io-Dis-E-Ca, campers will enjoy numerous outdoor activities along with their worship and learning! Participants will spend time in activities such as archery, canoeing, horseback riding, rock climbing, zipping (zip line), disc golf, swimming, large-group games, campfire and s'mores, and many more! Registration is open to both groups and individuals, meaning confirmands can come with their classmates and a chaperone or register individually and be chaperoned by one of Camp Io-Dis-E-Ca's camp counselors. This event is open to all youth grades 5th-8th, or ages 10-14.

Registration for each camper is \$275. The registration fee includes all meals throughout the duration of camp as well as all activities, classes, and lodging at Camp Io-Dis-E-Ca. Go to www.higherthings.org/camp to register, and find additional information or contact Daniel Sanchez, Camp Director of Camp Io-Dis-E-Ca at (319) 848-4187 or director@iodiseca.org to email you a information packet. The Camper Profile, Health Form, and Release of Liability must be completed for each camper. These forms can be found in the information packet. Groups and individuals should register online by July 28th.

2017 Spring Workdays

**SATURDAY
APRIL 29**

**SATURDAY
MAY 6**

WORKDAYS BEGIN AT 9AM, LUNCH IS PROVIDED, EMAIL SITEMANAGER@IODISECA.ORG

Camp Presentations

Would you like to know more about Camp Io-Dis-E-Ca? Camp Director Daniel Sanchez is available to speak to congregations and groups about Camp Io-Dis-E-Ca's mission, facilities, and programs. Call 319-848-4187 to schedule a speaker!



Important Dates

April 29
Spring Workday #1

May 1
Registration Discount Deadline #2

May 6
Spring Workday #2

June 14
Summer Camp Begins

July 29
Summerfest Auction

August 1-4
Higher Things Confirmation Camp

September 8-9
LWML Fall Retreat

Needs List

Miscellaneous Legos; Basketballs (10); Paper Towels; Toilet Paper; First Class Postage Stamps; Smoke Detectors; Carbon Monoxide Detectors; **Please see our web site for a complete list: www.campiodiseca.org.**

THRIVENT CHOICE

In 2016, Camp Io-Dis-E-Ca received \$15,614 in Thrivent Choice contributions! Thank you donors for making this program a success for Camp Io-Dis-E-Ca. Will you help make 2017 another excellent year in Thrivent Choice giving?

Go to <https://www.thrivent.com/thriventchoice/> or call 800-THRIVENT (800-847-4836) and state "Thrivent Choice" to designate your choice dollars for Camp Io-Dis-E-Ca today. Thank you for making Thrivent Choice a valuable stream of revenue for Camp Io-Dis-E-Ca!



THRIVENT
FINANCIAL®

2017 Summer Camp Staff

Camp Io-Dis-E-Ca is still looking for summer staff, particularly male counselors and support staff. The opportunity to serve at a camp awaits! Go to www.nloma.org and click on the employment tab at the top of the page to submit your application today!

Camp Io-Dis-E-Ca also needs Junior Counselors (JC's) to assist the summer program. Applicants should be at least 15 years old. JCs spend the week with a cabin group enjoying the many camp activities and serving as a positive role model and motivator for younger campers while helping the cabin counselors supervise younger campers. It's a great experience for only \$95 per week. Please contact Camp Director, Daniel Sanchez by emailing director@iodiseca.org for more information or to receive an application.



Stay up to date with Camp Io-Dis-E-Ca by clicking the 'Like' button on our Facebook page.

3271 Sandy Beach Road NE, Solon, IA 52333

phone 319.848.4187

web www.campiodiseca.org

email camp@campiodiseca.org



Lutheran Church Extension Fund

> where investments build ministry

Iowa

District East

lcefuppermidwest.org

Carole White

District Vice President
Carole.white@lcef.org

1404 West 6th Street
Storm Lake, Ia 50588

515-240-2229



Spring forward for a great year!

National

Office

10733 Sunset Office Drive
Suite 300
St. Louis, MO 63127-1020
800-843-5233

lcef.org



It's time to get a jump on those unexpected expenses in life. When you open an emergency fund account with the Lutheran Church Extension Fund (LCEF) you are not only building financial security, but you are also helping build God's kingdom through The Lutheran Church—Missouri Synod ministries. LCEF's Family Emergency StewardAccount® is designed to prepare you for those moments when you need funds not allocated in your monthly budget.

1.0% Interest Rate (March 2017)

Your investment builds over time with electronic funds transfer (EFT) and interest earned. Access funds easily when you need them most. For complete details, visit lcef.org or call 800-843-5233.

Does Your Church Needs Repairs?

Whether it's a poorly-ventilated chapel, a water-stained roof or broken down bathroom—your church needs critical repairs before it's too late.

The LCEF Church Improvement Loan is designed to help churches fund critical church repairs and upgrades.

For more information and details please visit lcef.org/church-improvement.



MARCH 2017 INVESTMENT INTEREST RATES

StewardAccount®—Individuals			
	Min. Investment	Rate	APY
Less than \$1,000	\$100	0.375%	0.376%
\$1,000 and less than \$5,000	\$1,000	0.500%	0.501%
\$5,000 and less than \$10,000	\$5,000	0.625%	0.627%
\$10,000 and more	\$10,000	0.875%	0.879%

Family Emergency StewardAccount		
Min. Investment	Rate	APY
\$25	1.000%	1.005%

Required minimum monthly investment of \$25 until the balance reaches \$10,000.

Floating-Term Notes			
Term	Min. Investment	Rate	APY
2½-year (30 month)	\$100	1.000%	1.004%
5-year (60 month)	\$100	1.250%	1.256%

ConnectPLUS Two-Year Term Note			
(for new investors, 18 and older)			
Term	Investment	Rate	APY
2-year	\$500-\$5,000	3.000%	3.034%
2-year	Over \$5,000	1.000%	1.004%

PartnerPLUS Term Note			
(for new money)			
Term	Investment	Rate	APY
2-year	\$500-\$25,000	2.000%	2.015%
2-year	Over \$25,000	1.000%	1.004%
4-year	\$500-\$25,000	2.500%	2.524%
4-year	Over \$25,000	1.000%	1.004%

Young Investors StewardAccount			
	Min. Investment	Rate	APY
\$25 to \$1,000	\$25	3.500%	3.557%
\$1,000 and more	\$1,000	1.000%	1.005%

Portion of balance > \$1,000 earns second tier rate.

LCEF is a nonprofit religious organization, therefore, LCEF investments are not FDIC-insured bank deposit accounts. This is not an offer to sell investments, nor a solicitation to buy. LCEF will offer and sell its securities only in states where authorized. The offer is made solely by LCEF's Offering Circular. Investors should carefully read the Offering Circular, which more fully describes associated risks. ConnectPLUS is not available to investors in Ohio and Pennsylvania. StewardAccount access features are offered through UMB Bank, n.a. Demand/ Dedicated Certificates and StewardAccount are not available to investors in South Carolina. The Family Emergency StewardAccount is known as the Family StewardAccount in Ohio. Lutheran Church Extension Fund-Missouri Synod (NMLS# 3444). Illinois Residential Mortgage Licensee (MB.0006057).

IOWA DISTRICT EAST – LCMS JOB DESCRIPTION

JOB TITLE: Communications / Technology Coordinator

REPORTS TO: Business and Office Manager

SALARY LEVEL: SL I-A

POSITIONS SUPERVISED: None

BASIC FUNCTION:

Work directly with the Business and Office Manager and office personnel to develop and execute a strategic communication plan, maintain office technology solutions and produce valuable resources for the congregations and schools of Iowa District East.

DUTIES:

1. INFORMATION TECHNOLOGY (IT) TECHNICIAN

- a. Continue development of office networking, vendor management systems, and hardware/software management.
- b. Maintain the district server (MS Server 2012), network, hardware, and software – Includes routine troubleshooting, daily backups, updates to anti-virus and spam software, and patch management.
- c. Equip staff with skills necessary to fully utilize the network (Microsoft Exchange).
- d. Research and recommend on-going development of equipment and electronic systems (electronic voting, on-line registration, on-line gift giving, etc.)
- e. Maintain office equipment.

2. WEBMASTER

- a. Administer Iowa District East website to keep content and design current. (WordPress)
- b. Email administrator for the District – Includes customer support and Microsoft Exchange Management
- c. Debug issues that arise with performance of the website.
- d. Hosting and Server Maintenance.
- e. Serve as a resource for the congregations of Iowa District East by making recommendations for websites and services.

3. DISTRICT COMMUNICATIONS / RESOURCES

- a. Develop and publish annual District directory.
- b. Serve as conference / workshop communications coordinator. Develop and distribute registration materials, maintain registration lists (Eventbrite), prepare conference handouts, and coordinate on-site conference check-in.
- c. Work with other staff in development of print and electronic publications/mailings of the District. Includes, but not limited to, Professional Packet, IDE Today, BOD minutes, committee minutes, etc.
- d. Design, implement, and maintain database system.
- e. Print envelopes, letterhead, business cards (as needed).
- f. Other duties as assigned by Business and Office Manager, Executive Assistants, or District President.

4. BUSINESS OFFICE ASSISTANT

- a. Back-up to Business & Office Manager for accounts receivable and accounts payable.
- b. Assist with congregational treasurers' mailings / invoicing.

5. CONVENTION COORDINATOR

- a. Develop and distribute registration materials for District and Synodical Conventions. Prepare District Convention Workbook and Proceedings.
- b. Serve as District Convention Registrar.
- c. Serve as District Office Contact for convention delegates.
- d. Compile and maintain a central listing of pastoral and lay delegates.
- e. Assist in "convention office" in preparation (typing and copying) of overtures from the floor committee chairmen to convention floor in a timely fashion.
- f. Coordinate District Convention Exhibitors.
- g. Coordinate A/V needs with vendors, site personnel, and presenters.

Other duties as assigned.

LIMITS TO AUTHORITY:

- All purchase and expense decisions must be in compliance with the current annual budget and must be approved by the Business and Office Manager prior to purchase or implementation.

POSITION QUALIFICATIONS:

- Self-Starter and problem-solver.
- The ability to solve practical problems with a variety and a number of variables, and with limited standardization. Use judgment to interpret instructions.
- The ability to follow detailed written or oral instructions and to solve problems with multiple, concrete variables. A bachelor's degree in marketing, communications, commercial art/website design, or business administration, or a Webmaster certification is preferred.
- A proven proficiency in all Microsoft applications (Word, Excel, PowerPoint, Publisher) and the ability to operate basic accounting software.
- A general working knowledge of computer networking and IT applications to include Windows Server 2012, Microsoft Exchange, Windows 7.
- Demonstrated knowledge of WordPress CMS platform.
- Organizational ability in order to maintain accurate records and maintain high standards of quality, neatness, and attention to detail over time.
- Ability to present a neat and professional appearance.
- It is preferred that this position is occupied by an individual who is a member in good standing in a congregation of the Lutheran Church-Missouri Synod.

Please send resume and cover letter before **Friday, April 14, 2017**, to:

Sherry Brendes
Business & Office Manager
Iowa District East – LCMS
1100 Blairs Ferry Road
Marion, IA 52302
sherry@lcmside.org
319-373-2112

COME, SEE & HEAR Rev. Dr. Dale Meyer

March 25, 2017

500 years ago, Martin Luther lit the candle that once again illuminated Holy Scripture showing Jesus Christ as the only Way to eternal life.

100 years ago, the Lutheran Laymen's League was formed to support the work of the LCMS in proclaiming Jesus Christ.

Come, see, and hear the Rev. Dr. Dale Meyer, President of Concordia Seminary, St. Louis, and former Lutheran Hour Speaker share **"What does it mean to be the church of the Lutheran Hour in 2017?"** All are invited to register.



The convention will be held at **Park View Lutheran Church, 14 Grove Road, Eldridge, IA 52748**. Take exit 129 off of U.S. Hwy 61 and then go one mile east on 267th St. (Park View is an idyllic unincorporated community 13 miles north of Davenport and 3 miles north of the town of Eldridge.) Sign-in begins at 9:00 AM; the convention starts at 10:00 AM and will conclude about 4:00 PM. A noon meal will be served. Registration is \$15 in advance or \$18 at the door. **Please register by March 17th to allow for meal planning.** Please contact Dick Hoelz for reservation by mail, e-mail, or phone. Dick Hoelz, 3519 Heatheridge Dr. NE, Cedar Rapids, IA 52402, rahoelz@imonmail.com or (319) 363-1214.

Yes, we will be attending the LLL Convention on Saturday, March 25, 2017 at Park View Lutheran Church. Registration is \$15 and includes a catered meal and snacks.

Make checks payable to IDE LLL.

Name(s) _____

Number Attending ____

Address _____

Phone _____



LUTHERAN HOUR MINISTRIES

www.lhm.org

IOWA DISTRICT EAST EARLY CHILDHOOD CONFERENCE

Sing to Him a new song, play skillfully, and shout for joy! - Psalm 33:3

Cost: \$30/participant

\$35 after March 10

March 25, 2017

8:00am — 4:00pm

Join us for the Early Childhood conference on March 25 at Zion Lutheran Church in Hiawatha. 5 CEUs will be available for this conference. You must have an active DHS Training Registry account to enroll in this conference.

Zion Lutheran Church

201 1st Ave

Hiawatha, IA, 52233

Please share this information with neighboring schools.

This conference is geared toward Early Childhood Educators (Preschool—2nd Grade)

5 CEUs of DHS

Group Setting Training Credit

Schedule:

- 8:15 Registration
- 8:45 Devotion
- 9:00 Jennifer Becker—Literacy and Play
- 12:00 Lunch
- 12:45 Jenni Williamson—Music, Movement, and Learning, Left/Right Brain
- 4:00 Depart

Speakers:

Professor Jennifer Becker, Graduate Early Childhood Director, Concordia University Wisconsin, will be speaking on **Literacy and Play**.

Jenni Williamson, Williamson Music Studio, Owner and Instructor, Franklin, TN, will present on Music, Movement, and Learning, Left/Right Brain.

Please stop by and visit our vendors!

Find out more and register at:

<http://lcmside.org/ecc-2017>

IOWA DISTRICT EAST

EARLY CHILDHOOD CONFERENCE

Sing to Him a new song, play skillfully, and shout for joy! - Psalm 33:3

Cost: \$30/participant
\$35 after March 10

March 25, 2017
8:00am — 4:00pm

Zion Lutheran Church
201 1st Ave
Hiawatha, IA, 52233

Online Registration is provided at the link below. For those who do not have access to a computer please complete this form and mail with Payment to Iowa **District East—LCMS, 1100 Blairs Ferry Road, Marion, IA 52302**. Include “2017 ECC” in the Memo line.

Center Name:

Address:

Contact Email:

Contact Phone:

Staff Attending:

1. _____
2. _____
3. _____
4. _____

5. _____
6. _____
7. _____
8. _____

Find out more and register at:

of Participants _____ x \$35 = Total Enclosed: \$ _____

<http://lcmside.org/ecc-2017>

DEFENDING THE FREEDOM OF THE GOSPEL IN A CAPTIVE SOCIETY

Iowa District East—LCMS

Spring Conference

Bethany Lutheran Church
2202 Forest Drive SE
Cedar Rapids, IA

Learn more at:

<http://lcmside.org/spring-conference-2017>



IOWA DISTRICT EAST 2017 SPRING CONFERENCE

Bethany Lutheran Church | 2202 Forest Drive SE Cedar Rapids, IA 52403

May 1-2, 2017

Defending the Freedom of the Gospel in a Captive Society

Joseph P. Infranco
Alliance Defending Freedom

Registration Fee: (Includes meal Tuesday and breaks)

\$ 50.00 - Pastors, Vicars, DCEs, Deaconesses and other church workers

\$ 20.00 – Emeriti

\$ 15.00 - Guests

Housing (you are responsible for making your own reservation)

Days Inn & Suite, Cedar Rapids

Phone: 319/378-3948

2215 Blairs Ferry Road NE

Cedar Rapids, IA 52404-7031

IDE Spring Conference Rate: \$67.95 plus tax.

Make your reservation by April 15, 2017.

Tentative Schedule

Monday, May 1

12:00 – 12:50 Registration
1:00 Opening Worship
2:00 Session 1
3:15 Break
3:45 Session 2
5:00 Closing Devotions
Supper on your own

Evening Free

Tuesday, May 2

8:30 Opening Devotions
9:00 Session 3
10:00 Break
10:30 Session 4
11:45 Break for Setup
12:00 Lunch Break at Bethany
1:15 Session 5
2:15 President's Report / District Q&A
3:15 Break
3:30 Session 6 (wrap up)
4:00 Itinerarium

Directions to Bethany Lutheran Church

I-380 to Exit 20B. 7th St to 1st Ave. Turn left on 1st Ave. Turn right onto Cottage Grove Avenue SE. Take second left onto Forest Drive SE. Arrive at 2202 Forest Drive SE on left.

IOWA DISTRICT EAST 2017 SPRING CONFERENCE

Bethany Lutheran Church | 2202 Forest Drive SE Cedar Rapids, IA 52403

May 1-2, 2017

Defending the Freedom of the Gospel in a Captive Society

Presenter: Joseph P. Infranco
Alliance Defending Freedom

Please register online at <http://lcmside.org>.
If you do not have a computer return the form below.

Name: _____

Spouse: _____ (if Attending)

Congregation/City: _____

Fees:

Conference Fees

Pastors, Vicars (\$50) \$ _____

DCEs, Deaconesses and other church workers

Emeriti (\$20) \$ _____

Guests (\$15) \$ _____

Amount enclosed: \$ _____

**If paying by check make checks payable and
mail to:**

Iowa District East
1100 Blairs Ferry Road
Marion, IA 52302-3093

Memo: *Spring Worker's Conference*

Registration Deadline: **April 17, 2017**