

New Rostered Ministers Profile and portal coming soon

(Email sent on 10.13.26)

Greetings in Christ,

We have exciting news. Based on feedback from rostered ministers and synod staff across our church, **we've made much-needed updates to key parts of the call process portal: the Rostered Ministers Profile (RMP), Office of the Bishop form and synod portal.**

- The new RMP is easier to navigate, offering enhanced features such as autosave, the ability to view forms within the platform, and a cleaner, user-friendly layout for both calling organizations and rostered ministers.
- To enhance protection of sensitive information, we're shifting from a short- and long-form RMP to an RMP and Office of the Bishop form. The Office of the Bishop form will contain the needed disclosures and other pastoral information from rostered ministers to synod staff. This change better protects rostered ministers' privacy.

The new RMP, Office of the Bishop form and synod portal will launch Jan. 11. Current RMPS will no longer be accessible after Jan. 10.

Resources for navigating the new RMP and portal, including training webinars, video recordings and FAQs, are coming soon and will be shared once they're available.

Actions needed before Jan. 11

- All rostered ministers who need or want a PDF of their current RMP must log in to ELCA Community and download the file before Jan. 11.
- **Rostered ministers and first call candidates entering a call process:**
 - **Before Jan. 11:** Complete the current RMP. Otherwise, wait until after launch to use the new RMP.
 - **After Jan. 11:** Use the new RMP.

We will communicate with you several times over the coming weeks to ensure a smooth transition to the new system, including training opportunities in November. For questions that arise in the meantime, please email sec@elca.org. Thank you for your support during this season of change.

In Christ,

The Rostered Ministers Profile Project Team and

A handwritten signature in black ink that reads "Lucille A. Mills". The script is cursive and fluid, with the first name being the most prominent.

[Secretary Mills' signature]

The Rev. Lucille “CeCee” Mills

Secretary

Evangelical Lutheran Church in America

Project timeline

(Subject to change. We will communicate any changes via email).

- Oct. 1-31: User testing by rostered ministers for completing the new RMP on the refreshed platform.
- Early to mid-November: Transition team provides resources, including training webinars and sample versions of RMP questions.
- December: Transition team develops FAQs and trains staff members who will be working in the new system or providing synod and rostered minister support.
- Jan. 10: Last day for rostered ministers to download current RMP.
- Jan. 11: Launch of new RMP, Office of the Bishop form and refreshed synod portal.

Project background

Conversation starts

More than four years ago, churchwide organization staff and bishops from the Leadership Committee of the Conference of Bishops started discussing updates to the RMP. Initially envisioned as a summer project, the undertaking grew to incorporate addressing functionality issues in the ELCA Community portal and content issues within the RMP itself. The Community portal work began last fall with the rollout of the new Synod Financial Portal.

Facilitation and feedback

In conjunction with the churchwide Innovation and Information Technology (IT) teams, project leaders from Christian Community and Leadership worked with a team of assistants to the bishop to draft changes to the RMP and its sibling documents — the Office of the Bishop form and Ministry Site Profile (MSP). *Note: at this time, the content of the MSP is **not** changing, and the MSP congregational experience will also remain the same.*

Taking the feedback gleaned from these conversations, IT collaborated with a third-party vendor to develop the new RMP and refresh the synod mobility portal. Their goals: to address issues for those using the portal and to create a profile that better represents rostered ministers.

Where we are now

IT and its vendor are putting the final touches on their work, and user testing will start soon. The new RMP, Office of the Bishop form and synod mobility portal will launch Jan. 11. Current RMPs will no longer be accessible to rostered ministers after Jan. 10.