



*The following is the finding aid for the Interim Youth Ministry Program collection located at the Archdiocese of Milwaukee Archives. A finding aid is a catalog tool used in archives that briefly describes the material found in a collection. These records are not available digitally unless otherwise noted. [Researchers must make an appointment with an archivist to view the material.](#)*

**Schools and Child/Youth Ministry Office  
Interim Youth Ministry Program Records, 1985-1994  
AS 185**

**Volume**  
.7 cu. ft.

**Access**  
Open/Unrestricted.

**Historical Note**

In 1985 the Office for Schools, Child and Youth Ministry began offering the Interim Youth Ministry Program. The program was developed in 1979 by the Center for Youth Ministry Development. A two year intern placement program, Interim was a program where individuals who were seeking a youth ministry career could gain experience while parishes wanting to develop a youth ministry program to do so with the aid of an Interim minister. Interns were required to have a college degree or comparable work experience. They would receive training by working in the parishes, attending retreats, and taking courses at Cardinal Stritch University. Due to rising costs of the program and a lack of qualified candidates the program ended in 1994.

**Scope and Content** *a brief description of the types of materials in the collection.*

The collection is divided into three series: Administrative, Financial, and Retreats & Programs. Administrative records make up the bulk of the collection and contain correspondence, general information, training guides, and public relations and recruitment tools. Financial records consist of budgets and correspondence. The Retreats & Programs series contains information of several retreats and programs offered to the Interim ministers including: Region VII Summer Institute, Survival Skills Week, and a Career Planning Retreat.

**Box and Folder List** *This is a list of folders names within the collection. The folders have been arranged alphabetically. "B" is an abbreviation for box and "F" is an abbreviation for folder. This list will help the researcher narrow down exactly what folder they want to look at.*

<b>Box</b>	<b>Folder</b>	<b>Folder Title</b>
<i>Series 1: Administrative Records</i>		
B 1	F 1	Correspondence, general, 1985-1994
B 1	F 2	Curriculum and coursework
B 1	F 3	Evaluation forms, blank, 1986-1992
B 1	F 4	General program information
B 1	F 5	Informational packets to prospects, 1988-1992
B 1	F 6	Placement Day, 1989-1993
B 1	F 7	Public Relations and recruitment

<b>Box</b>	<b>Folder</b>	<b>Folder Title</b>
B 1	F 8	Rosters, 1987-1995
B 1	F 9	Support Group, meetings, 1993
B 1	F 10	Termination of Interim Program, 1994
B 1	F 11	Training Manual, 1985
<i>Series 2: Financial Records</i>		
B 2	F 1	Budgets, 1989-1992
B 2	F 2	Correspondence, 1988-1991
B 2	F 3	Financial arrangements, 1987-1992
<i>Series 3: Retreats Programs</i>		
B 2	F 4	Career Planning Retreat
B 2	F 5	Closing Experience, 1989-1993
B 2	F 6	Ministerial Issues of the 1990's
B 2	F 7	Region VII Summer Institute, general information, 1985-1988
B 2	F 8	Region VII Summer Institute, financial information
B 2	F 9	Survival Skills Week, general information, 1989-1993
B 2	F 10	Survival Skills Week, handouts, 1990-1991
B 2	F 11	Year I Retreats, 1989-1990
B 2	F 12	Youth Ministry Alive, program guide