

Office for Diaconate Formation  
Archdiocese of Milwaukee  
Archbishop Cousins Catholic Center



# The Servant

## From Deacon John's Desk

Dear Friends of the Diaconate,

Happy New Year and a grace-filled year full of the Lord's mercy to all of our pastors/parish directors, deacons and their wives, candidates, faculty, supporters and benefactors!

The new year has started off with a bang! It is the last formation year for the Class of 2016 who anticipate ordination in September and all that entails. They are very busy completing their homiletic sequence so as to be able to preach periodically the Sunday homily, and fully immersed in the courses necessary to receive their faculty to witness marriages.

The first year candidates have progressed to the point where they too are anticipating the celebration of the rite of *Institution to Reader* on February 20, 2016. They are engaged in the studies which will help them to fully enter into their upcoming societal ministry field placement experience in May – July. This year for the very first time we have created the option of having that experience take place in our sister parish, *La Sagrada Familia Parish* in the Dominican Republic! At this point, five candidates will embark on that life transforming experience between July 8–15, 2016.

In case you might think we were taking a mid-winters break—the admissions process for the aspirant pathway of formation for the future class of 2020 was initiated on January 4th! We have had over twenty-five men (and wives, if married) complete the *Inquiry for Discernment* process. To date, we have a potential queue of between eleven to eighteen men who have indicated they will be submitting pastor/parish director endorsements for admissions. So God is good and continues to call men into the ministry of permanent servant leadership!

And lastly, I had the privilege to present Deacon David Zimprich, now retired as Associate Director for Deacon Services for the Archdiocese as the 2016 Saint Francis Seminary *Sal Terrae Award* recipient; a sacrament of the Lord who "...came to serve and not to be served." (See article on page 4). Blessings † Deacon John A. Ebel, Director



### Inside this issue:

- From Deacon John's Desk 1
- Admission process explained 2
- Proceso de admission explicado 3
- Other news / Otras noticias 4

John Paul II recalled "Deacons, both married and celibate, to serve God's People by their witness to the gospel value of sacrificial love, a quality of life too easily dismissed in today's society." For those whom the Lord calls and whose lives' give such a witness, the ODF is the place to continue your journey.

(NDPD, 30)

### LOCATION:

Archbishop Cousins Catholic Center  
3501 South Lake Drive  
PO Box 070912  
Milwaukee, WI 53207-0912

Information: 414-758-2202  
Español: 414-758-2207

### Our staff:

Deacon. John A. Ebel, Director  
414-758-2212; [ebeli@archmil.org](mailto:ebeli@archmil.org)  
  
Manuel Maldonado (Español), Associate Director  
414-758-2207; [maldonadom@archmil.org](mailto:maldonadom@archmil.org)  
  
Charmaine Pfeifer, Administrative Assistant  
414-758-2202; [pfeiferc@archmil.org](mailto:pfeiferc@archmil.org)

## Admission Process Explained

The Diaconate Formation Program for the Archdiocese admits a cohort of aspirants every two years. Formation to become a deacon is a four year journey following a comprehensive admission process. Before applying for formation, those “aspiring” men and their wives (if married) must attend a six session “inquiry for discernment” program, have an interview with our office, and obtain their pastor/parish director’s endorsement to apply for admission. After successfully attending the *Inquiry for Discernment Program* (offered during the spring and fall periods between admission) inquirers receive a certificate of completion used in the endorsement process. It is this group of men who comprise the queue of potential applicants available for admissions. The admission process begins in January of even numbered years for those men in the queue.

Here is how the Admission process works:

Men who have completed the *Inquiry for Discernment Process* may, in January of even years, seek **endorsement** from their pastor/parish director. This is the first step in the admission process. According to the “norms” the pastor/parish director is the person responsible for “endorsing” a man he believes is suitable for consideration to become a deacon. The pastor/parish director “endorsement” means he/she and the parish accepts the responsibility to support, guide and mentor this man spiritually, pastorally, and financially, and cooperate with the Diaconate Formation Office by facilitating ministry opportunities and providing objective evaluations as required. Without the pastor/parish director’s endorsement, the admission process ends and the man cannot submit an application.

**Step 1:** The man contacts his pastor/parish director and asks if he/she will endorse his application for admission.

**Step 2:** Request from the *Office for Diaconate Formation* (414-758-2202 or [Pfeiferc@archmil.org](mailto:Pfeiferc@archmil.org)) the *Endorsement Packet*. It is sent directly to the pastor/parish director.

**Step 3:** Schedule a meeting with the pastor/parish director (including your wife, if married) to obtain endorsement and to provide him/her with the information needed to fill out the seven page endorsement document.

**Step 4:** Give the original copy of the *Certificate of Attendance* to the pastor/parish director to complete the endorsement.

**Step 5:** The pastor/parish director sends the **fully** completed endorsement to our office by the deadline indicated to the correct address and office provided (do not just send it to the Archdiocese of Milwaukee).

After the endorsement paperwork has been **reviewed** for completeness, and if there are no obvious “irregularities”, “impediments”, obvious failure to meet admissions criteria, or the pastor/parish director fails to endorse you or does not endorse you to the extent we believe is required we will contact **you** by:

- I. Sending the you the **ODF- Application for Admission** with instructions as to how to proceed.
- II. Or, we will send you a **letter** indicating that you have not been endorsed and why.

When the applicant receives the application paper work, he will have between 3 to 4 months to complete the application process.

Besides personal, sacramental, family, employment, educational, formational, financial, and medical information, he will also be asked to supply:

- ◆ Certificate of Baptism (newly issued by the parish of baptism)
- ◆ Certificate of Confirmation
- ◆ Certificate of Matrimony (if married)
  - Copy of any/all previous divorce decrees
  - Copy of any/all Decrees of Invalidity (annulments)
- ◆ A recent photograph (candidate and family)
- ◆ \$175 non-refundable application fee with application
- ◆ Signed Comprehensive Release and Waiver form (attached)
- ◆ Medical and Dental Certificates
- ◆ Requests for Official Academic Transcripts

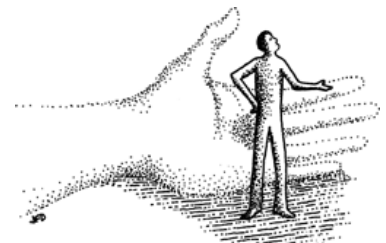
We will request references from the following:

- ◆ Pastoral Staff at your parish
- ◆ Your employer or your previous employer if <1 year
- ◆ Five personal references you designated in the application
- ◆ (If applicable) the Rector or Director of the last house of formation, diaconate program or seminary you attended
- ◆ (If applicable) the Superior of any religious congregation to which you previously belonged

During the process the applicant and his wife will complete a series of inventories and interviews:

- ◆ Three interviews will be scheduled with: the Office of the Director; Committee of Admissions & Scrutiny (COAS), and a Deacon couple for both the applicant and his spouse, if married.
- ◆ A marital inventory will be conducted (if married)
- ◆ The Deacon Perceiver: Applicant
- ◆ Wife Interview: Spouse
- ◆ A Faith Inventory: Applicant
- ◆ Theological Competency Assessment: Applicant
- ◆ A hand-written letter requesting admission into *Aspirancy*
- ◆ A hand-written letter from your spouse, if married, indicating her full support, her initial consent for this application and entrance into aspirant formation, and her own willingness to participate in the formation program as required.
- ◆ A criminal background check will be conducted.

At the conclusion of this process, the Director and the Committee on Admissions & Scrutiny will present their recommendations to the Archbishop. He will select those men found suitable for the Aspirancy path. Each applicant will receive a letter indicating the Archbishop’s decision. Those deferred or deemed unsuitable will receive a brief explanation of the contributing factors. Deferred applicants may re-apply in two years if the contributing factors have, to the Archbishop, been satisfactorily resolved.



## Proceso de Admisión Explicado

El Programa de Formación para el Diaconado de la Arquidiócesis admite un grupo de aspirantes cada dos años. La formación para convertirse en un diácono es un programa de cuatro años, después de pasar un proceso de admisión integral. Antes de aplicar para la formación, estos hombres "aspirantes" y sus esposas (si es casado) deben asistir a una "programa de discernimiento" de seis sesión, tener una entrevista y obtener el respaldo de su pastor/director parroquial para solicitar la admisión. Después de asistir a todas las secciones del Programa de Discernimiento (ofrecidas durante la primavera y otoño antes del período de admisión) estos hombres reciben un certificado de finalización que se utiliza en el proceso de endorso (referido del pastor). Es este grupo de hombres que componen el cuerpo de solicitantes potenciales para las admisiones. El proceso de admisión se inicia en enero de los años pares para los hombres que son endosados.

Así es como trabaja el proceso de admisión:

Los hombres que han completado el **Programa de Discernimiento** pueden, en enero de los años pares buscar el **endoso** de su pastor/director parroquial. Este es el primer paso en el proceso de admisión. De acuerdo con las "normas", el pastor/director parroquial es la persona responsable de "endosar" un hombre que cree que es adecuado para la formación al diaconado. El "respaldo" del pastor/director parroquial significa que, él/ella y la parroquia acepta la responsabilidad de apoyar, guiar y ser un mentor de este hombre espiritualmente, pastoralmente, financieramente y cooperar con la Oficina de Formación del Diaconado, facilitando oportunidades de ministerio y proporcionando evaluaciones objetivas cuando sea necesario. Sin la aprobación del pastor/director parroquial, el proceso de admisión termina y el hombre no puede presentar una solicitud.

**Paso 1:** El hombre contacta su pastor/director parroquial y le pregunta si él/ella va a respaldar su solicitud de admisión.

**Paso 2:** Solicitar el paquete de "endoso" a la **Oficina de Formación para el Diaconado** (414-758-2202 o [Pfeiferc@archmil.org](mailto:Pfeiferc@archmil.org)). El Paquete de endorso se envía directamente al pastor/ director parroquial.

**Paso 3:** Programar una reunión con el pastor/ director parroquial (incluyendo su esposa, si es casado) para obtener su aprobación y para proveer a él/ella la información necesaria para llenar el documento de recomendación de siete páginas.

**Paso 4:** Dar la copia original del **Certificado de Asistencia** al pastor/director parroquial para completar el endoso.

**Paso 5:** El **pastor/director parroquial** envía el formulario **debidamente completado** a nuestra oficina en el plazo indicado a la oficina y dirección correcta proporcionada (no simplemente enviarlo a la Arquidiócesis de Milwaukee).

Después de haber **revisado** estos primero papeles, que estén completados, y si no hay "irregularidades" obvias o "impedimentos" evidente para cumplir con los criterios de admisión, o si el pastor/director parroquial no lo respalda a usted o no le aprueba en la medida en que creemos se requiere; nos comunicaremos **con usted** a través de:

- I. El envío de la **Solicitud de Admisión-ODF** con instrucciones sobre cómo proceder.
- II. O, le enviaremos **una carta** que indica que usted no ha sido aprobado y por qué.

Cuando el solicitante recibe la aplicación, tendrá entre 3 a 4 meses para completar el proceso de solicitud.

Además de información personal, sacramental, de familia, de empleo, de educación, formación, de finanzas, y médica, también se le pedirá que suministre:

- Certificado de Bautismo (recién publicado por la parroquia de bautismo)
- Certificado de la Confirmación
- Certificado de Matrimonio (si es casado)
- Copia de cualquier/todos los decretos de divorcio anteriores
- Copia de cualquier/todos los Decretos de Nulidad (anulaciones)
- Una fotografía reciente (candidato y su familia)
- \$ 175 cuota de solicitud no reembolsable con la aplicación
- Firmar forma integral de lanzamiento y renuncia (que se adjunta)
- Certificados médicos y dentales
- Las solicitudes de expedientes académicos oficiales

Vamos a pedir referencias de los siguientes:

- El personal pastoral en su parroquia
- Su empleador o su empleador anterior si su nuevo trabajo es menos de 1 año
- Cinco referencias personales que designe en la solicitud
- (Si procede) el Rector o Director de la última casa de formación, programa de diaconado o seminario que asistieron
- (Si procede) el Superior de cualquier congregación religiosa a la que pertenecía anteriormente

Durante el proceso el aplicante y su esposa completarán una serie de inventarios y entrevistas:

- Tres entrevistas serán programadas con: la Oficina del Director; Comité de Admisión y Escrutinio (COAS), y una pareja diaconal tanto para el solicitante y su cónyuge, si es casado.
- Un inventario civil se llevará a cabo (si es casado)
- El Perceptor Diaconal: Solicitante
- Entrevista a Esposa: Cónyuge
- Un inventario de Fe: Solicitante
- Evaluación de Competencias Teológicas: Solicitante
- Una carta escrita a mano que solicita la admisión al Aspirantado
- Una carta escrita a mano de su cónyuge, si es casado, que indica su total apoyo, su consentimiento inicial para esta aplicación y entrada en formación aspirante, y su propio deseo de participar en el programa de formación según las necesidades.
- Una revisión de antecedentes penales se llevará a cabo.

Al término de este proceso, el Director y el Comité de Admisión y Escrutinio presentarán sus recomendaciones al Arzobispo. El seleccionará a aquellos hombres que entiende son adecuados para la etapa del Aspirantado. Cada solicitante recibirá una carta indicando la decisión del Arzobispo. Aquellos diferidos o considerados no aptos recibirán una breve explicación de los factores que contribuyen. Solicitantes diferidos pueden volver a aplicar en dos años si los factores que tienen el Arzobispo, se ha resuelto satisfactoriamente.





## Other News / Otras Noticias

On January 9th, 2016 we started our Saturday program. Archbishop Jerome E. ListECKI celebrated Mass with our candidates and wives. In his homily he underlined that openness to formation is an important aspect towards becoming an ordained servant for the Church. He mentioned that our ministry belongs to the Church that "I belong to you, you belong to me, but we belong to God and his Church." He also exhorted us to have a strong prayer life, including the Liturgy of the Hours, that is an obligation to those in ordained ministry. To be able to preach and live like Jesus we must know the Scriptures, read, pray and live the Gospel. The Gospel reminds us that we must decrease so Jesus can increase. The Archbishop called us to be humble and to remember that our ministry is not our own; it is Jesus' ministry and He is the one that needs to increase, not us.

This was a great celebration and an opportunity for our candidates and wives to receive the wisdom and guidance of the Archbishop.



El 09 de enero 2016 que comenzamos nuestro programa Sábado. Arzobispo Jerome E. ListECKI celebró la Santa Misa con nuestros candidatos y esposas. En su homilía nos recordó que la formación es importante ser un siervo de la iglesia. Mencionó que Nuestro ministerio pertenecen a la iglesia que "pertenezco a usted, usted pertenece a mí, sino que pertenece a Dios ya su Iglesia". Él también nos exhorta a tener una fuerte vida de oración, incluyendo la Liturgia de las Horas, es nuestra obligación a través de nuestro ministerio ordenado. Para ser capaz de predicar y vivir como Jesús que más conocemos las Escrituras, leer, orar y vivir el Evangelio. El Evangelio nos recuerda que nosotros, la mayoría de los decretos para que Jesús pueda aumentar. Nuestro Arzobispo nos llama a ser humildes y recordar que nuestro ministerio no la nuestra es; es el ministerio de Jesús y él es el que tiene que aumentar sin nosotros.



### SAINT FRANCIS SEMINARY RECOGNIZES DEACON DAVID ZIMPRICH WITH THE PRESITGEOUS SAL TERRAE AWARD FOR EXTRAORDINARY SERVICE IN MINISTRY!

On Wednesday evening, January 20, 2016 I had the privilege and high honor to introduce Deacon David Zimprich at the 2016 Patronal Feast & Alumni/ae Awards Celebration of Saint Francis Seminary. Dcn. Dave was recognized for his extraordinary service in ministry as the 2016 *Sal Terra Award* recipient!

*Sal Terrae* comes from the motto of the Seminary – “*vos estis sal terrae – you are the salt of the earth.*” This statement comes from Matthew 5:13 and it is the expectation this institution has had for all of its graduates regardless of their program of study. The *Sal Terrae Award* is the honor given to those Seminary graduates who have demonstrated outstanding service, in fact for extraordinary or heroic service to the People of God!

Dcn. Dave, as this year's recipient, has been an ordained deacon for thirty-two years and for the past seventeen years has been the Associate Director of Deacon Services. In both capacities he has selflessly dedicated himself to the deacons, priests, bishops and people of the Archdiocese of Milwaukee. Among the many accolades which describe his extraordinary service, here are a few that I mentioned “...coordinating with **compassion** and **insight** the ministry of all permanent deacons in the archdiocese. A **courageous** task which included consultation with pastors who were not always deacon-friendly, the deacon and his spouse (if married), deacon personnel board and of course, the Archbishop, all to generate, track and archive every deacon's ministerial covenant; as a

longstanding member of the *Committee for Admissions and Scrutiny* serving the Office for Diaconate Formation, he has been influential in the recruitment, selection and evaluation of countless deacon-aspirants and candidates throughout the years, raising the caliber, competence and **saltiness** of diaconal **seasoning** in servant-leadership formation; **courageously** served the Archbishop through the difficult time of the clergy abuse scandal, employing **extraordinary** skills honed through his previous career as a Milwaukee Police Officer where he also ministered to victims, fellow officers and their families, and in **extraordinary** fashion, initiated and helped to foster an ecumenical relationship with the deacons from the Episcopal Diocese of Milwaukee in a **courageous** effort to bring together the wider deacon community.

Worth every “**bit of his salt**”, he has given exemplary service to the priests, deacons, ordinaries and the People of God in the Archdiocese of Milwaukee in a true spirit of *diakonia* as one who “...came to serve and not to be served...” Dcn. John A. Ebel

Our web address is:  
<http://www.archmil.org/offices/Diaconate.htm>

