



SOUTH WISCONSIN
— D I S T R I C T —
THE LUTHERAN CHURCH—MISSOURI SYNOD

REQUEST FOR CMIF SEARCH ACCESS

Name: _____ **Phone:** _____

School: _____ **Location:** _____

I am requesting CMIF Search Access for the following position:

The information obtained by this search may be used solely for the purpose of filling the above vacancy. The information must be handled as confidential and properly disposed of (i.e. shredded) when the selection process is complete.

Once access is granted, you will receive an email from LCMS with your username, password and the link to the LCW website.

You can search by name or create a query with your criteria. Please keep in mind, the more specific you are with your search, the narrower the search results will be. You can add and delete church workers in your call list. Any church workers suggested by the District office will be added to your call list.

If you are considering someone on Candidate status, their Explanation of Candidate Status form will be included when you view their CMIF. If their ECS form is not included or not completed, please contact Robin at the District office to obtain this information.

_____ Please post this position on the District website's Calls and Vacancies.

_____ Please do not post this position now. I will let you know when it can be posted.

I will notify the District office when a call/contract is issued so the Call List can be closed.

Please sign below, indicating that you have read and understand your CMIF Search Access.

Signature

Date

Email

Return the completed form to Robin at mueller@swd.lcms.org.