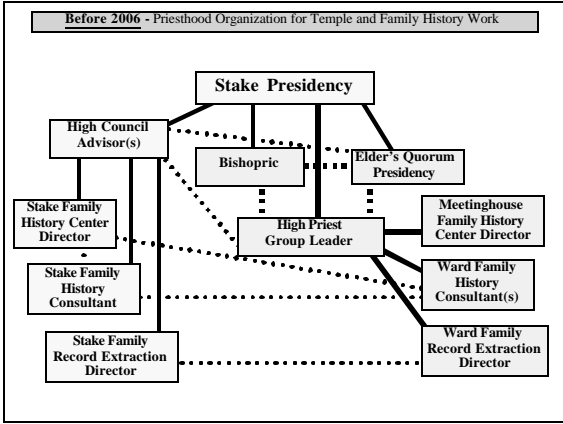
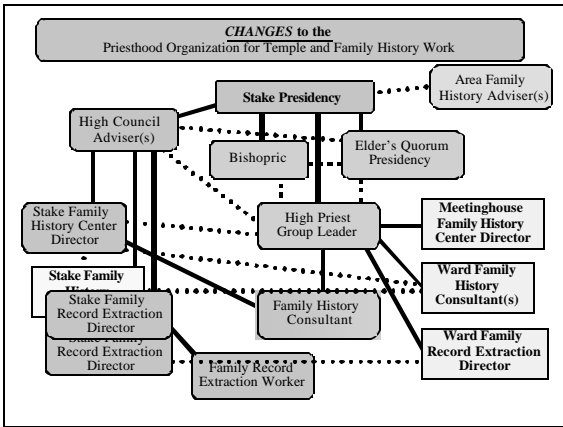
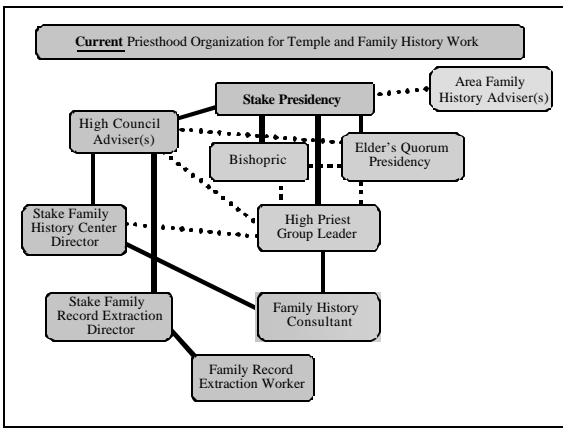


Family History Training
14 September 2008

**How Priesthood Leaders
can Support Members in
Fulfilling their Personal
Responsibilities**







Area Family History Advisers

- The Presidency of the Seventy or the Area Presidency calls one or more Area Family History Advisers to assist in overseeing temple and family history work in their area
- They provide training to stake leaders and others within stakes and wards as directed or approved by the Presidency of the Seventy or the Area Presidency
- They also inform the Family and Church History department about the area's family history needs and activities and work with the department to obtain necessary resources
- Area advisers can oversee family history support and family history missionaries in their area under the direction of the Family and Church History Department, as approved by the Presidency of the Seventy or the Area Presidency

Church Handbook of Instructions Book 2, Section 9 Temple and Family History, p. 264

Stake Presidency & Bishopric

- Oversee temple and family history work in the stake and in the ward
- Teach the doctrine of Temple and Family History work and bear testimony
- Help members prepare to receive their own temple ordinances
- Make callings and set apart family history positions
- Set an example in doing Temple and Family History work

Church Handbook of Instructions Book 2, Section 9 Temple and Family History, p. 264
Church Handbook of Instructions Book 2, Section 1 Stake & Ward Administration
Administrative Guide for Family History, p. 2 & 4

High Council Adviser(s) *(changes in italics)*

- *Ensures that the stake is organized to provide resources to the ward to help members in their temple and family history work*
- Meets regularly with the stake presidency to report on temple and family history work and to receive counsel
- Oversees the Stake Extraction Director and the Family History Center Director
- Instructs elders quorum and high priests group leaders in their temple and family history responsibilities *and ensures that the stake, wards and quorums are organized to do temple and family history work*

Church Handbook of Instructions Book 2, Section 9 Temple and Family History, p. 265

High Council Adviser(s) (*changes in italics*)

- Becomes knowledgeable about temple and family history work and assists the stake presidency in instructing other leaders and members in this work
- Recommends participation in extraction work, the placement of family history centers and individuals to be called as family history center directors, family record extraction directors and extraction workers
- *Makes assignments to wards to provide family history consultants to staff each family history center in the stake ...*
- Sets an example in doing temple and family history work

Church Handbook of Instructions Book 2, Section 9 Temple and Family History, p. 265

High Priests Group Leader

- *Under the direction of the bishopric, the high priests group leader is the priesthood leader with direct responsibility for coordinating temple and family history work in the ward*
- He reports on temple and family history work in Priesthood Executive Committee and Ward Council meetings
- *He works with the priesthood executive committee and ward council to identify individuals and families in the ward that **family history consultants could work with individually***
- *He ensures that **enough** family history consultants are called to meet the needs of the ward, **including those needed to fulfill the ward's assignment to support a family history center in the stake.** He helps consultants fulfill their responsibilities as outlined*

Church Handbook of Instructions Book 2, Section 9 Temple and Family History, p. 265

High Priests Group Leader

- *The high priests group leader supervises the consultants in the ward*
- *He works with the high council adviser and the family history center director when suggesting family history consultants to be able to meet the needs of the family history center and the ward*
- *In stakes that participate in family record extraction, he recommends individuals to serve as family record extraction workers*

Church Handbook of Instructions Book 2, Section 9 Temple and Family History, p. 265

Elders Quorum Presidency

- Oversees Temple and Family History work in the quorum
- Coordinates Temple and Family History work with High Priest Group Leader
- Where there is no high priests group leader, a member of the elders quorum presidency fills the role of the high priest group leader duties in family history.
- Sets an example

Church Handbook of Instructions Book 2, Section 9 Temple and Family History, p. 265

Family History Consultants

- ***Both the Stake and Ward Family History Consultant positions have been eliminated. A new single position, that of Family History Consultant, has been created***
- Recommended by the high priests group leader and called and set apart by member of the Bishopric. Supervised by the high priest group leader in the ward *and supervised by family history center director while in the family history center*
- *Should be skilled teachers who work and communicate well with members*
- *Should be comfortable working with technology to help members with their family history work*
- *Will work with members' family information and should be individuals able to exercise good judgment and discretion when dealing with sensitive family matters*
- *Work with members either beginning or continuing their family history work*

Church Handbook of Instructions Book 2, Section 9 Temple and Family History, p. 265

Family History Consultants

- *Should particularly focus on those individuals and families suggested by the high priests group leader through the ward council and priesthood executive committee*
- Where possible, they should meet with members in their homes and can use *A Member's Guide to Temple and Family History Work* as a resource
- *Consultants should use proper caution when visiting in members' homes and should take a companion with them as appropriate*
- **Key responsibilities:**
 - Help members identify ancestors and ensure temple ordinances are performed for them
 - Help members who do not have access to computers or are uncomfortable using computers prepare and submit family information for temple ordinances

Church Handbook of Instructions Book 2, Section 9 Temple and Family History, p. 265

Family History Consultants

- *Key responsibilities (cont):*
 - *Meet with new members to explain the doctrines of redemption of the dead. They help new members identify deceased ancestors and go to the temple to receive baptisms and confirmations for them*
 - *When assigned by the bishopric, they teach family history classes during Sunday School. He or she adapts the lessons to meet the needs of the class members*
 - *Where the ward is assigned to support a family history center, they serve as staff members and familiarize themselves with the resources and processes in the center*

Church Handbook of Instructions Book 2, Section 9 Temple and Family History, p. 265

Family History Center Directors

- *Family History Center Directors are recommended by the high council adviser and called and set apart by the stake presidency*
- *The high council adviser oversees the family history center director and the works with them to ensure compliance with policy and financial controls*
 - *The Ward Family History Center terminology has been eliminated. All family history centers are now overseen by the high council adviser and are stake family history centers*
- *Family history centers are staffed by family history consultants*
- *Under the direction of the stake president, the high council adviser coordinates with the bishops and high priests group leaders in the stake the assignment of enough family history consultants to staff each family history center*
 - *HPGL - It is allowable to have more family history consultants than are needed to support a family history center in order to support ward needs*

Church Handbook of Instructions Book 2, Section 9 Temple and Family History, p. 265

Stake Family Record Extraction Director & Workers

- *The Ward Family History Extraction Director position has been eliminated*
- *The Stake Extraction Director is recommended by the high council adviser and is called and set apart by the stake presidency*
- *The high council adviser oversees family record extraction in the stake and the stake extraction director*
- *In stakes that have many members participating, assistant directors are called to coordinate the work in the individual wards and branches*

Church Handbook of Instructions Book 2, Section 9 Temple and Family History, p. 265 & 267

Stake Family Record Extraction Director & Workers

- The stake extraction director
 - Trains and assists extraction workers
 - Provides access to Church resources such as:
 - *Online programs (FamilySearch Indexing as an example)*
 - Equipment
 - Facilities
 - *Where non-Church groups participate in extraction, the director provides organization, training and support*
- *With the advent of FamilySearch Indexing, much of the historical loading of programs, requesting physical extraction batches, the distribution of extraction work and the shipment of resultant work to headquarters has been eliminated, hence the elimination of the ward extraction director*

Church Handbook of Instructions Book 2, Section 9 Temple and Family History, p. 267

Stake Family Record Extraction Director & Workers

- *Family record extraction workers are called and set apart by the stake presidency or an assigned high councilor.*
- *Family record extraction workers may work in their homes or in a meetinghouse.*

Church Handbook of Instructions Book 2, Section 9 Temple and Family History, p. 267

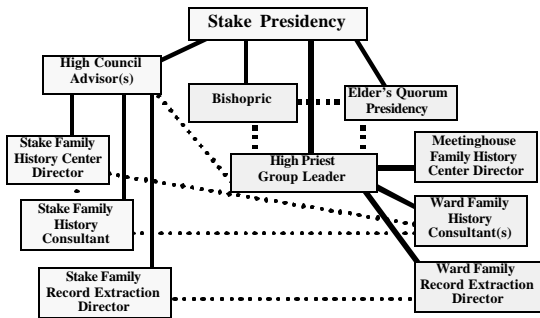
Why the changes?

- The Church as a whole and the Family and Church History, Temple and Membership Departments specifically are introducing changes in the way that Temple and Family History work is to be accomplished to make it more simple, accurate and possible for ordinary members
- The organizational structure has been simplified to consolidate roles that need tight coordination and communication and to reduce the workload on priesthood leaders
- The introduction of new, more efficient systems will continue to reduce the amount of manual labor in family history callings by the automation of tasks that were previously done by hand. These changes have allowed the consolidation and reduction in the number of callings to support the work

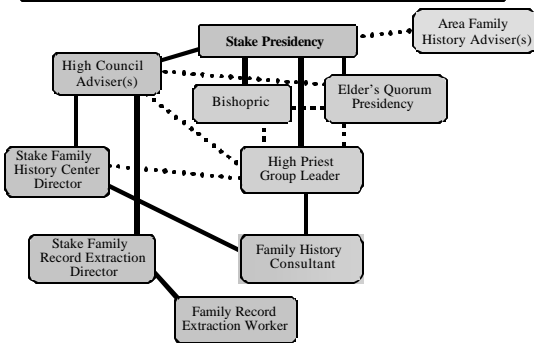
Why the changes?

- The introduction of the Internet to distribute family history systems and data has and will continue to alter the role and function of family history centers. The elimination of different classifications of family history centers and the consolidation of centers on a stake basis is part of the standardization work being done by the Family and Church History Department to improve, support and provide better resources to centers
- The simplification of the process to prepare ancestors names for temple work and the associated reduction in duplication of ordinance work heightens the need for members to be able to find their ancestors more readily and perform their work in the temple. As this temple names process becomes available in the home and digitized records and indexes also become available in the home, it is vital that family history consultants know how to work in both home and family history center environments to assist members in this work

Before 2006 - Priesthood Organization for Temple and Family History Work



Current Priesthood Organization for Temple and Family History Work



Training

- Church website (www.lds.org)
 - Click on serving in the church
 - Click on Family History
 - Choose Calling (Priesthood Leadership, Family History Consultant, Familysearchindexing and records Extraction, Family History Center)
- Pocatello Regional FHC (www.prfhc.org)
 - Consultant Training Classes
 - Public Classes
 - Will give introduction class to any stake that would like to have consultants learn about, and see New FamilySearch.

Training

- Church Internet learning system (<https://lds.netdimensions.com>)
 - Username & Password are sent after registering as a consultant or priesthood leader.
- Publications
 - Church Handbook of Instructions Book 2, Section 9, Temple and Family History
 - Members Guide to Temple and Family History
 - Administrative Guide for Family History

Search Out Your Heritage



I admonish all families: search out your heritage. It is important to know, as far as possible, those who came before us. We discover something about ourselves when we learn about our ancestors.

President Thomas S. Monson
 "Constant Truths for Changing Times"
Ensign, May 2005, p. 21