

INTENTIONAL INTERIM MINISTRY – INDIANA DISTRICT LETTER OF CALL AND AGREEMENT

PREAMBLE:

By the authority with which God has vested His Church on earth, _____ Lutheran congregation of _____, through its _____ has Called the Reverend _____ to serve as its interim pastor, commencing on _____ and continuing for up to _____. This agreement may be extended by mutual agreement up to the time a called pastor is installed, or may be terminated by either party with 30 days written notice. In no case will it be amended or changed to continue service to the congregation beyond the installation of a new permanent pastor.

This agreement is predicated on the understanding that this transitional period is a time during which there is a need for maintenance of a healthy congregation life, leadership, and the development of short-range goals. It is also understood that this period is a prime time for renewal and for re-energizing the congregation for its mission. It is based on the recognition that a congregation in search of a pastor needs to prepare itself in order to be ready to elect and communicate its challenge to its called pastor. Therefore, the interim pastor and congregation together will:

1. Work through transition emotions that usually follow a pastoral change;
2. Discover current issues facing the congregation and develop ways of dealing with them;
3. Examine the history of the congregation and previous pastor/member relationships;
4. Discover the congregation's special identity and what it dreams of being and doing;
5. Deal with shifts in leadership that inevitably occur in times of transition;
6. Strengthen the congregation's relationship with District and Synod, considering and using the resources available and the mutual responsibilities involved;
7. Developing a commitment to the anticipated leadership of a new pastor with the possibilities the future will bring.

I.

The interim pastor shall be vested with all the powers and duties of the pastoral office. A primary role as interim pastor will be to provide leadership in the above-stated areas. In addition, as time is contracted, he will provide or arrange for all the service ordinarily provided by the pastor, such as:

1. Worship leadership, preaching the Word of God, and administering the sacraments in accordance with their divine institution;
2. Teaching Bible and catechism and other classes as determined, overseeing the doctrine and practice of the congregation;
3. Perform the functions of a pastor in counseling, visiting the sick and dying, admonishing the indifferent and erring with the elders and other designated members;

4. Attending designated meetings;
5. Overseeing the keeping of official records;
6. Serve as an example of Christian conduct, endeavor to live in unity with the members of the congregation, District and Synod, and by the grace of God do everything possible for the edification of the congregation and the up building of Christ's Church;
7. Provide for appropriate closure to the interim ministry.

II.

In order to enable his ministry to be a blessing, the congregation obligates itself to the following:

1. To receive the Intentional Interim Pastor (IIP) as a servant of Jesus Christ, to give him the honor, love and obedience that the Word of God prescribes, to work in harmony with him, and to support him with diligent, faithful assistance and prayers;
2. To make faithful and regular use of the means of grace;
3. Through the Elders and Church Council to work with the IIP in setting and accomplishing goals;
4. To support the IIP in his professional and spiritual growth and to support him with the following provisions:
 - a. Secretarial help (define): _____
 - b. Salary of: _____
 - c. Housing: _____
 - d. Mileage in accordance with current IRS rates: _____
 - e. Professional expenses including: _____
 - f. Benefits of: _____
 - g. Vacation (1 week for every 12 weeks of service suggested) of: _____
Any unused vacation at the termination of service will be compensated at the regular rate.
 - h. Conferences and continuing education (such as standard circuit and district pastoral conferences), plus: _____

In addition, the congregation shall pay the Indiana District Interim Ministry Fund and amount equal to 7% of the basic salary and housing allowance to cover the costs of training conferences and related expenses for the IIP.

III.

In response, Reverend _____ will serve the congregation _____ days or _____ hours each week, including study time. He will be directly responsible to (congregational chairman, church council, or elders) _____. The _____ will be asked to evaluate his performance, sharing the evaluation with him, the District President and his Coordinator of Interim Ministry.

The Circuit Visitor shall ordinarily administer the call process. The interim pastor shall not be involved in the congregation's call process, except when requested by the Circuit Visitor or the District President or designate.

It is agreed between the District and the congregation and interim pastor that under no circumstances shall he become a candidate for permanent called pastor of this congregation.

The Indiana District obligates itself to provide assistance through the Circuit Visitor, consultation through the Intentional Interim Ministry Coordinator, and suggest resources, as requested, to meet intentional interim ministry goals.

Agreement and acceptance by proper representatives of the congregation:

Chairman of Elders: _____ Date: _____

Congregation President: _____ Date: _____

Agreement and acceptance by interim pastor:

Pastor: _____ Date: _____

Agreement and acceptance by representatives of the Indiana District:

Circuit Visitor: _____ Date: _____

Coordinator of Interim Ministry: _____ Date: _____

