

PRESBYTERY OF SAN JOSE
Committee on Ministry

POLICY: INTERIM PASTORS

POLICY STATEMENT

An intentional interim pastor is a minister invited by the session to serve the congregation during the interim period between installed pastors to carry out normal pastoral duties and to attend to specific tasks needed during this period of transition. The Presbytery of San Jose encourages selection of an Interim while a church is seeking a pastor. (G-14.0513-b and G-14.0514)

RATIONALE

The interim period is important in the transition between pastors. This can be a time of problem-solving, corporate renewal, reaffirmation of faith and planning for the future.

COMMITTEE ON MINISTRY RESPONSIBILITIES

1. Appoints liaison to meet with Interim Pastor Search Committee to
 - assist committee in listing areas of concern during interim period
 - determine skills needed to address areas of concern
2. Makes sure that a list of appropriate interim candidates is provided
3. Approves candidate and terms of call after Session approval and after Interim Agreement has been signed.

INTERIM PASTOR RESPONSIBILITIES

1. Has the experience, specific preparation or training required
2. Presents evidence of ability to deal with congregational dynamics, process of transition and evolving demands of the interim period
3. Performs pastoral duties outlined in the Interim Agreement (attached)
4. Maintains contact with the COM liaison to the church
5. Prepares the staff and congregation to take those steps which will make it possible to welcome the new called pastor
6. Participates in the Interim Pastor support group of Presbytery.
7. Clarifies with the church that he/she is not eligible as a candidate.

SESSION RESPONSIBILITIES

1. Reviews the church status and establishes expectations for interim period
2. Appoints the Interim Selection Committee and maintains contact as the selection process goes on
3. Approves the candidate and terms of call in the Interim Pastor Agreement, making sure that the compensation package remains the same as that of the previous pastor
4. Notifies the congregation that an interim may not be considered for a call to the church being served
5. Establishes the range of responsibilities which the Interim Pastor, staff and related committees will be expected to perform
6. Plans a welcome for the Interim Pastor
7. Evaluates performance and progress at regular intervals
8. Prepares appropriate service of departure when interim period ends.

ADDITIONAL RESPONSIBILITIES/INFORMATION

The beginning and ending of ministry are two extremely vital events. Attention needs to be directed to helping these become appropriate times of celebration and affirmation. A service of welcome can help define the interim period as a time to reflect on the past, evaluate the present and look forward to the future. Likewise, a service of appreciation and departure provides a time to celebrate things that have been learned while looking forward to the future ministry with a newly called pastor.

Attached to this Policy is a copy of the Interim Pastor Agreement used by the Presbytery of San Jose and a page with brief examples of "Words of Welcome" and a "Litany of Departure" that could be adapted, expanded or modified for use in beginning and ending the work of an Interim Pastor.

More extensive information, guidelines and resources are available from

INTERIM MINISTRY NETWORK, INC.
P. O. Box 21251
Baltimore, MD 21228-0751
(410) 719-0777

This policy shall under normal conditions also apply to interim co-pastors and interim associate pastors.
G-14.0513c.

Revised: 1/9/2001