

PRESBYTERY OF REDSTONE

INTERIM PASTOR'S CONTRACT

The following agreement between the Session of the _____ Presbyterian Church and the Rev. _____ is for the purpose of providing Interim Pastoral services to the _____ Presbyterian Church for a period of one year, beginning _____ [contingent upon Presbytery approval.]

TITLE: The Rev. _____ will be Interim Pastor/Interim Head of Staff of the _____ Presbyterian Church of _____.

ACCOUNTABILITY: The Interim Pastor is accountable both to the Presbytery through the Committee on Ministry and to the session of the _____ Presbyterian Church.

SHARED GOALS FOR MINISTRY DURING INTERIM PERIOD:

1. To work together to provide for spiritual growth, and for the continuing and ongoing mission of the church.
2. To work together to prepare the congregation to receive a new pastor.
3. To use this interim time as a time of assessing the future journey of the congregation.
4. To focus upon what needs to change or be updated in order to welcome an installed pastor.
5. To educate and lead the congregation in ways which will accomplish the specific goals set for the interim period.
6. To facilitate ways in which information is shared in an open manner with the congregation.

EXPECTATIONS OF THE INTERIM PASTOR:

1. Will provide regular preaching and worship leadership on Sunday mornings, and at special congregation's services [i.e. Thanksgiving, Maundy Thursday, Christmas Eve, etc.] S/he will officiate at weddings and funerals and administer Sacraments as agreed with the Session.
2. Will prepare the congregation for the calling of a new pastor.
3. Will provide pastoral care for the congregation including hospital and home visitation in crises, and will be available for short-term personal counseling as negotiated.
4. Will function as Head of Staff, moderating meetings of the session and the congregation. S/he will provide, with the Session, organizational oversight for the work of the church. S/he will provide administrative support to boards and committees as they perform their work.
5. Will provide leadership in helping the Session and congregation work on the generally recognized developmental tasks necessary for a congregation in transition during an interim period.
6. Will serve as Moderator of the Session, upon appointment by the Presbytery.
7. Will transfer his/her membership to Presbytery.
8. Will assist in the self-study/mission study.
9. Will assist in preparation of the Ministry Information Form.
10. Will have no direct relationship with the Pastor Nominating Committee after the MIF has been approved by the COM, except to request adequate reporting to the Session and the congregation.

EXPECTATIONS OF THE SESSION:

1. Will become, in cooperation with the Interim Pastor and the Presbytery, a working team, supporting his/her efforts to prepare the congregation for its next installed pastor.
2. Will continue to fulfill their Book of Order responsibilities for the mission and government of the _____ Presbyterian Church.
3. Will negotiate time away from the _____ Presbyterian Church as needed by the Interim Pastor to fulfill responsibilities to the larger church.
4. Will review the Interim Pastor’s work with a representative from Presbytery, and with the Interim Pastor, at appropriate intervals.
5. Will review this contract with the Interim Pastor for changes and/or extension by _____ [date – at least 90 days prior to end of contract.] This contract may be extended by mutual agreement with the concurrence of Presbytery through the Committee on Ministry.

EXPECTATIONS OF PRESBYTERY:

1. Will provide support and consultative services to the Interim Pastor through the Committee on Ministry and all other appropriate resources.
2. Will provide Committee on Ministry consultant[s] to the congregation’s Pastoral Nominating Committee to assist in the self-study and search process.
3. Will assist the Session and Interim Pastor with emerging needs through the resources of the committees of Presbytery.

MUTUAL EXPECTATIONS:

1. Provide prayer and spiritual support as members of the family of Christ.
2. To work within the accepted general framework of interim intentions and goals as set forth in denominational and other resources.

FINANCIAL PROVISIONS:

Salary	\$	annually, payable by the	of month
Housing and Utilities	\$	annually, payable by the	of month
Housing Escrow [N/A – 0 –]	\$	annually, payable monthly	
SS Offset [@7.65%]	\$	annually, payable monthly	
Travel	\$	annually, payable monthly w/voucher	
Study Leave, 2 weeks/year	\$	annually, payable with expense voucher (may accumulate up to 6 weeks)	
Vacation		One month annually [4 weeks with 4 Sundays]	
Benefits [Pension @ 12%]	\$	annually	
Major Medical [@ 25%]	\$	annually, TOTAL \$	
Moving Expenses [negotiable]	\$	[not to exceed this amount]	
Sick Leave – in accordance with denominational guidelines [one (1) per month]			

TERMINATION PROVISIONS:

Termination by Session

- a. If a new pastor is identified by the PNC prior to the termination of this agreement, the Session shall give written notice of termination of this contract to the Interim Pastor of at least 30 days. If the Interim Pastor is not retired and does not have another position; the Session shall continue salary, housing, and BOP benefits for an additional 30 days after termination.
- b. If the Session terminates the Interim Pastor agreement for another reason than calling a new pastor before the end of the contract, after Presbytery concurrence, the Session shall continue salary, housing, and BOP benefits for 60 days after termination unless the Interim Pastor is retired or has other employment.
- c. If the Interim Pastor obtains other employment within that extended period, the Interim Pastor shall notify the Session, and compensation shall end as of the beginning date of the new service.

Termination by Interim Pastor

If this agreement is terminated by the Interim Pastor, after Presbytery concurrence, the termination date shall be no sooner than thirty (30) days after the Session receives written notice from the Interim Pastor. The Interim Pastor may choose vacation/study leave during this period, if available. If the Interim Pastor terminates the agreement, s/he forfeits any compensation beyond the 30 day period.

RENEWAL OR EXPIRATION OF AGREEMENT

Renewal of this agreement, for any length of time, shall be at the invitation of Session with Presbytery concurrence. Ordinarily, renewal of the agreement will be for a six-month or one-year period. Such renewal, including specific length of time, shall be requested and will need approval by the Committee on Ministry.

If the Interim Pastor contract expires without renewal and without a 30-day notice of termination and additional 30-day compensation beyond termination, the Session will provide 30 days of compensation beyond the end of the contract.

Other Stipulations

It is the understanding of the Session and the Interim Pastor that the Interim Pastor **will not** be a candidate for serve as the next installed pastor [Redstone Manual].

The Interim Pastor will not be involved in the work of the PNC after the MIF has been approved by the COM, except to request adequate reporting to the Session and the congregation.

SIGNATURES:

INTERIM PASTOR _____ DATE _____

CLERK OF SESSION _____ DATE _____

REPRESENTATIVE, COM _____ DATE _____