

# Interim Ministry Contract

## A Contract for a Full-time Intentional Interim Pastor Indiana-Kentucky Synod ELCA

*Note: The Congregation Council and the Interim will negotiate the terms of this contract: Interim Ministry will begin at this congregation when this form is completed and signed by the Interim and Congregation President, and returned for the Bishop's signature.*

In accordance with the model constitution for congregations of the Evangelical Lutheran Church in America, the Bishop of the Indiana-Kentucky Synod, with the concurrence of the congregation council, is responsible for the appointment of an interim when a congregation has a pastoral vacancy.

During the pastoral vacancy at \_\_\_\_\_ Lutheran Church in \_\_\_\_\_, The Reverend \_\_\_\_\_ is hereby appointed to serve as the Interim from \_\_\_\_\_ to \_\_\_\_\_ subject to review and renewal. While an interim shall normally continue until a new pastor is called and installed, the arrangement can be terminated after consultation by the Bishop, the Interim Pastor, and the Congregation Council.

**Duties:** The Interim is asked to be responsible for all services of worship, to be present at council and congregational meetings, to attend to crisis needs of the congregation, and to perform these specified responsibilities:

---

---

---

---

The Interim Pastor shall have all the rights and duties of a regularly called pastor and, with the concurrence of the congregation council, may delegate the same in part to a supply pastor. The Interim Pastor, and any ordained ministers who may assist, shall refrain from influence in the selection of a pastor. The Interim Pastor shall report monthly to the congregation council and the Bishop and, upon completion of service, shall certify to the Bishop of this synod that the parochial records for the period of the interim are in order.

Synod Assembly Should the Synod Assembly occur during the Interim's service, the congregation will pay the Interim's expenses to attend the Assembly.

Schedule The Interim Pastor will be at the congregation on Sundays and on these additional days each week:

\_\_\_\_\_

Vacation Should the Interim pastor serve this congregation for longer than six months, the congregation will provide one (1) week of vacation for each three month period served. Vacation time will normally be taken during each three-month period. Up to two weeks may be taken a time, but vacation time will not be cumulative beyond the current calendar year, and must be used during the term of the contract.

Compensation

Compensation for these services (based on the Synod Compensation Guidelines) will be:

Salary \_\_\_\_\_

Housing will be \_\_\_\_\_

Auto allowance will be \_\_\_\_\_

(Based on the standard auto allowance.)

Continuing Education \_\_\_\_\_

Sabbatical Allowance \_\_\_\_\_

This line is applicable if the Interim has completed accredited Interim Training. (The figure will be equal to 8/208 of the Total Package. It shall be payable to the Synod Office to be held in a sabbatical account for the Interim.)

The Call Process It is understood by all concerned that the Interim Pastor is not available for call to this congregation. The Interim may advise the congregation as it puts together its Profile and on the Call Process in general, but will not be involved in any interviews with candidates.

To these conditions, the undersigned agree and ask for God's help and guidance during this important time in the life of this congregation.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Interim Minister

\_\_\_\_\_  
Date

\_\_\_\_\_  
President of the Congregation Council

\_\_\_\_\_  
Date

\_\_\_\_\_  
Bishop of the Indiana-Kentucky Synod ELCA