

# Interim Ministry Contract

## A Contract for an Interim Pastor, General or Part-Time Indiana-Kentucky Synod ELCA

*Note: The Congregation Council and the Interim Pastor will negotiate the terms of this contract: Interim Ministry will begin at this congregation when this form is completed and signed by the Interim Pastor 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 pastor 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 pastor shall normally continue until a new pastor is called and installed, the arrangement can be terminated after consultation by the Bishop, the Interim, 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:

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The Interim Pastor shall have 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 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 as a voting member.

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

\_\_\_\_\_

Vacation      The congregation will provide one (1) week of vacation for each three months served. Vacation will normally be taken during the three-month period. Up to two weeks may be taken at a time, but vacation time will not be cumulative beyond the contract period, and must be used during the term of the contract.

Compensation

Compensation for these services will be based on the Synod Compensation Standards for rostered pastors.

Salary \_\_\_\_\_

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

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

(Based on the standard IRS rate.)

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

Pension/Benefits as applicable \_\_\_\_\_

The Call Process      An Interim Pastor is generally not available for call to this congregation. If during the course of this contract, the Congregation Council should wish to pursue this possibility, the Council shall contact the Bishop's office for counsel and guidance. However, should the Bishop receive information that would indicate that the Interim Pastor is pursuing a call without such counsel and guidance, the bishop will act immediately to remove the Interim Pastor.

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

11/2017