

Interim Ministry Contract

A Contract for a Retired Pastor serving as Interim 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. Additional pages or information may be added as necessary.

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 with 30 days' notice 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 share regular reports with the church council, 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 other rostered ministers who may assist, shall refrain from influence in the selection of a pastor. The interim pastor shall inform the Bishop and/or synod staff of any changes or pertinent information, and upon completion of service, shall certify to the Bishop that the parochial records for the period of the interim are in order.

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

Schedule The interim pastor will be at the congregation on Sundays (or as otherwise specified) 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. Additional time off may be negotiated with agreement from the congregation council.

Compensation

Compensation for these services will be \$_____ per day.
(The Indiana-Kentucky Synod Compensation Standards **minimum** guideline for interim pastors is \$160 per day plus benefits as applicable.)

A portion of the daily compensation above may be designated as housing allowance _____

or if local housing is provided, indicate that here _____

Auto reimbursement _____

(Based on the standard IRS rate)

Other items, as negotiated _____

The Call Process A retired 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 Pastor

Date

President of the Congregation Council

President's Printed Name

Date

Bishop of the Indiana-Kentucky Synod ELCA