

Interim Ministry Contract

A Contract for a Full-Time Intentional Interim Minister
(Associate in Ministry, Deaconess, Diaconal Minister)
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 _____, _____ is hereby appointed to serve as the Interim from _____ to _____ subject to review and renewal. While an interim agreement 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 Minister 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:

Upon request of the Congregation Council and approval of the Bishop, the Interim Minister shall have those rights and duties which a letter from the Bishop shall stipulate. The Interim Minister, and any ordained ministers who may assist, shall refrain from influence in the selection of a pastor. The Interim Minister 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 Minister's service, the congregation will pay the Minister's expenses to attend the Assembly.

Schedule The Interim Minister 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 at 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's Compensation Guidelines) will be:

Salary _____

Auto allowance _____

(Based on the standard IRS rate.)

Continuing Education _____

Pension/Benefits as applicable _____

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.)

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