

Interim Ministry Contract

A Contract for a Lay Parish 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 _____, _____ the Mr./Mrs. _____ 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, 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:

Upon the request of the Congregation Council and approval of the Bishop, the Interim Minister shall have those rights and duties that a letter from the Bishop shall stipulate. 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 registered guest.

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

Vacation Should the lay Interim Minister serve this congregation for more than 30 hours per week, the congregation will provide one week of vacation per quarter. Said vacation may be taken no more than one week per quarter.

Compensation

The lay Interim shall serve no more than 36 hours per week and Compensation will be in accordance with the Lay Ministry Compensation Guidelines of the Synod.

If necessary, housing may be provided, but no allowance will be paid.

Auto allowance will be _____

(Based on the standard IRS rate.)

Continuing Education _____

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