

THE EVANGELICAL LUTHERAN CHURCH IN AMERICA-ALASKA SYNOD

Letter of Agreement for Interim Pastoral Ministry

To set forth clearly the agreement for interim service,

_____ in _____, AK,
(Congregation) (Location)

agrees that

_____ will serve as _____
(Pastor's Name) (Title)

on a ___ part- ___ full-time basis from _____ to _____
on the following mutual promises:

Together the congregation and Interim Pastor will:

- A. Examine the history of the congregation and work through the transition dynamics that usually follow the departure of a pastor.
- B. Seek to confirm and identify current issues facing the congregation and develop ways of dealing with them.
- C. Develop a vision for the congregation's mission.
- D. Examine the congregation's linkage with synod, cluster, churchwide units, and the resources that may be available for ministry.
- E. Prepare for the arrival of the new pastor.
- F. Align the congregation in accordance with the constitutions and bylaws of the ELCA, the Alaska Synod, and update the congregation's constitution as needed.
- G. During this transition period, agree to address the following concerns:

- 1. _____
- 2. _____
- 3. _____

The Interim Pastor will:

- A. Preach and teach the Word of God.
- B. Preside at worship and administer the sacraments according the practice of the Evangelical Lutheran Church in America.
- C. Provide pastoral care to all members of the parish according to their needs, visit as necessary, and uphold the members in prayer.
- D. Give pastoral leadership for the meetings, activities, and organizations of the congregation.
- E. Encourage support of the total ministry of the Evangelical Lutheran Church in America.
- F. Be responsible for the recording of baptisms, confirmations, marriages, funerals, attendance at Holy Communion, and the maintenance of the membership rosters; and report the statistics of the parish promptly and fully, as requested by the Evangelical Lutheran Church in America.
- G. Agree under no circumstances to be available for regular call to this congregation.
- H. Agree not to be involved in the congregation's call process except when the synod bishop requests such participation.

I. Participate with key leadership of the congregation and the appointed synodical staff person in evaluation of the interim ministry on a quarterly basis and at the conclusion of the transition period.

J. During this transition will give special attention to:

1. _____
2. _____
3. _____

The congregation will:

Commit to the Gospel by faithful participation in worship, learning, and fellowship activities.

Support the ministry of the congregation through service and gifts.

C. Accept the interim pastor, uphold him/her in prayer, and accord him/her love, respect, and good will.

D. Expect the interim pastor to preside at baptisms, celebrations of Holy Communion, and other rites of the church.

E. Agree that the interim pastor will not be considered for regular call to this congregation.

F. Provide for a review and evaluation of the interim ministry on a quarterly basis and at the conclusion of the transition period by key leadership of the congregation with the interim pastor and the appointed synodical staff person.

G. Compensate the interim pastor in the following ways:

(As a general rule, compensation is based on the compensation of the previous pastor or the minimum standard for years of service experience of the interim pastor based on synod guidelines. Part-time service is prorated: 1/2 time would receive 1/2 total compensation levels, etc.)

1. Pay an annual salary of \$_____, the payments to be made in ___ equal installments on the ___ and ___ of the month.

2. ___a.) Pay a Housing Allowance in the amount of \$_____ per year, the payments to be made in ___ equal installments on the ___ and ___ of the month.

OR

___b.) Provide the use of a parsonage in lieu of a Housing Allowance.

3. Provide a Social Security Allowance of \$_____ per year.

4. ___a.) Contribute to the E.L.C.A. Pension and Benefits Plan ___ of salary plus housing allowance plus Social Security allowance for Pension benefits. Additionally, contribute ___% of salary plus housing allowance plus Social Security for Medical/Dental, Disability, and Death benefits.

OR

___b.) Does not apply.

OR

___c.) Provide Pension, Medical, Dental, Disability, and/or Death benefits (underline any that apply) under the following arrangements:
