

## AGREEMENT FOR REGULAR INTERIM PASTOR

*(The letter of agreement should be on congregation/parish letterhead and is complete only with signatures of the congregation president, the interim pastor, and the bishop of the synod.)*

Date:

\*Congregation:

\*Address:

\*<sup>1</sup>City / State Zip

The Reverend (*name*) agrees to serve as interim pastor of (*name*) Lutheran Church, (*location*), beginning (*date*). He/she will continue in this position, until a new pastor has been called, or until the bishop, in conversation with the Congregation Council of (*name*) Lutheran Church and Pastor (*name*) determines that his/her services are no longer required. Thirty days' notice will be provided by the pastor or the congregation, in consultation with the bishop, before ending this agreement.

The Interim Pastor will perform all official pastoral acts and ministry as agreed upon. For this he/she will be compensated \$(*amount*) per [year/month/week], and will be reimbursed for transportation costs at the IRS standard mileage rate.

Should the Interim Pastor be unable to perform a pastoral act, he/she will, in consultation with the council president, secure another pastor to fill in.

The Interim Pastor shall not be a candidate for the pastorate of this congregation. Also, the Interim Pastor shall refrain from exerting any influence on the call process of this congregation, except as requested by the bishop.

The Council President (or other member designated by council) will keep the Interim Pastor informed of the pastoral needs of the congregation.

The terms of this agreement will be reviewed and adjusted annually in consultation with the office of the bishop, the pastor and the congregation council.

### INTERIM PASTOR'S RESPONSIBILITIES

In addition to pastoral acts, the Interim Pastor will be expected to: *(list will vary according to needs of the congregation(s))*

1. Be diligent in prayer and reflection.
2. Lead regularly-scheduled worship services and/or special services. (If the interim is not available for Sunday morning worship, supply pastors may be arranged through a pastor supply list.) Honoraria for such worship leadership shall follow current synodical guidelines.
3. Meet regularly with the Congregation Council.
4. Visit the ill in the hospital and at home.
5. Oversee administration of communion to shut-ins and visit on a [monthly/quarterly/annual] basis:  
*(attach a list of current shut-ins and their addresses)*
6. Teach *(be specific)*.
7. Attend the following committee meetings: *(list)*

At the conclusion of the interim ministry, the Interim Pastor will certify to the bishop that the parochial records are in good order (*Guide for Congregation Councils When a Pastor Resigns, Appendix 1*).

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<sup>1</sup> \* do not include if on letterhead