

Policy #05
INTERIM PASTORS

COM Approval: October 19, 2017

PGA Approval: N/A

1. Ordinarily, all interims:
 - a) will be members of the Presbytery of Greater Atlanta, and;
 - b) are required to have completed Phase One of Interim Training, or be able to demonstrate to the Presbytery Executive and/or the Congregational Consultant, clear understanding of the intent and purpose of that training;
2. All interims: shall not be called to an installed or contract call pastoral position at the church where he/she is serving as an interim pastor. See Pastoral Designations Policy of the Presbytery of Greater Atlanta.
3. The Congregational Consultant may approve for Session consideration resumes of potential interims who are not members of this Presbytery. If such a candidate is chosen by the Session, before he/she can begin work that minister must:
 - a. Have been approved by the PGA Examinations Commission
 - b. Have successfully completed (or have registered to attend) at least Phase One of Interim Training
 - c. Have received a positive recommendation of Interim Pastor performance in another presbytery, if applicable, and
 - d. Have passed a criminal background check
4. While a minister is not required to join the Presbytery of Greater Atlanta to be an interim in this presbytery, he/she is expected to be regular in attending the meeting of the Presbytery and participating in Congregational Consultant's Pastor Support Groups.
5. Temporary Pastoral Leadership in a church will be approved by the Committee on Ministry until an Interim has been secured.
6. Under no circumstances will an associate pastor of the church with a pastoral vacancy be permitted to serve as an interim pastor (or *de facto* interim pastor) of that church.
7. Sessions seeking interims will be required to develop an Interim Ministry Contract (available from the Congregational Consultant or the Committee on Ministry Liaison) in consultation with the candidate. The signed contract will be returned to the Congregational Consultant.
8. The following procedures, accountability, expectations and termination provisions will guide the agreement between the interim, the church, and the Presbytery.

PROCEDURES

1. The pastor (or associate pastor) notifies the Congregational Consultant before announcing his/her resignation or retirement to members of the church.

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2. The church's Congregational Consultant and the COM Liaison will meet with the Session at the time the announcement is made. They will give information concerning the dissolution of the pastoral relationship (including COM POLICY: *Ethical Guidelines Governing the Relationship Between Pastors and Their Former Congregations*), the interim period, and the search process. Terms of dissolution are to be discussed. The Session calls a congregational meeting to vote upon the resignation.
3. The Congregational Consultant will provide resumes, endorsed by COM, to the Session's Interim Search Committee.
4. The Interim Search Committee will make telephone contacts with the possible candidates, make reference checks, conduct interviews, and make a decision as to which person they wish to present to the session. After the session decides, the COM reviews the session's choice. The proposed compensation is sent to COM for approval.
5. The compensation and benefits for the position of interim should be comparable to that of the previous pastor. (May be adjusted for part-time) The session should provide rationale to the COM for compensation that is not within 90% of the previous pastor's package.

EXPECTATIONS OF THE SESSION

1. The Session will provide spiritual support for the interim.
2. The Session will review the interim process and the performance of the Interim pastor at six-month intervals.
3. The Session will review the agreements with the interim for changes and extension at least 90 days prior to the end of the agreements. The agreements may be extended by mutual consent among the interim, the Session, and the COM.

EXPECTATIONS OF THE PRESBYTERY

1. The COM, the Executive Presbyter, and the Congregational Consultant will provide professional support to the interim.
2. The COM Liaison and the Congregational Consultant will assist the Interim Pastor Search Committee.
3. The COM and Congregational Consultant will assist the Session and the interim with emerging needs.

TERMINATION PROVISIONS

1. The agreement between the church and the interim pastor may be terminated with the approval of COM prior to the Session setting the date for a congregational meeting for the

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calling of a new pastor. Either the Session or the interim pastor may initiate termination with a *written* notice.

2. At the end of the interim pastor's service to the church, the interim pastor will be paid for earned (prorated) but unused vacation and study leave time.
3. When the search committee is ready to extend a call to a new pastor, the PNC/APNC will work with the Session on timing of the pastoral changes.