

## **Interim Associate Pastor Agreement**

The following Agreement is between the Session of \_\_\_\_\_ Presbyterian Church (the "Church"), the Reverend \_\_\_\_\_ ("Interim Associate Pastor"), and Foothills Presbytery.

The Session of the Church, being satisfied with the qualifications of the Interim Associate Pastor and believing his/her ministry will be of spiritual benefit to the Church, requests Foothills Presbytery to approve this Agreement for Reverend \_\_\_\_\_ to serve as the Church's Interim Associate Pastor for a term of one year, beginning on \_\_\_\_\_, 20\_\_, and ending on \_\_\_\_\_, 20\_\_ (the "Termination Date").

### **I. Goals for the Church and Its Leadership During this Interim Period**

The Session and Interim Associate Pastor will work together to lead the congregation through usual interim processes, which include getting in touch with its history, discovering anew its identity, facilitating (and helping the congregation understand) leadership changes, reviewing its relationship with the larger church, and preparing for the coming of a new associate pastor. In addition to these typical interim processes, the Session and Interim Associate Pastor will develop plans to establish specific interim goals.

### **II. Duties of Interim Associate Pastor**

The Interim Associate Pastor shall:

### III. Covenants

A. The Session of the Church will work with the Interim Associate Pastor and the congregation to reach the goals agreed upon and listed above. We will pray with and for each other. We will devote our energy and talents to achieving the interim tasks. We will assess the interim work in progress, and at the end of the contract, we will provide a performance review of the Interim Associate Pastor.

B. Presbytery policies regulating interim ministry will be honored by the Session and the Interim Associate Pastor.

C. The Session will lead the congregation in establishing an appropriate relationship with the former pastor(s), following the guidelines of Foothills Presbytery and the Book of Order.

D. Presbytery policies regulating the Interim Associate Pastor's involvement in the mission study and/or contact with the pastor nominating committee (PNC) will be followed. The Interim Associate Pastor may assist the PNC with methods, process, and reporting, but in no way shall be involved in selecting the next pastor.

E. It is understood that the Interim Associate Pastor has agreed not to be a candidate for the office of associate pastor of this congregation, and in every way he/she will seek to prepare the way for the coming of an installed associate pastor.

F. The Interim Associate Pastor will continue to develop interim ministry skills, and will participate in interim ministry support groups. The Session will provide periodic evaluation of the ministries with which the Interim Associate Pastor is directly related and report as required by the Presbytery.

### IV. Compensation and Benefits

On behalf of the Church, the Session promises to compensate the Interim Associate Pastor in the following manner:

Hours

Hours Worked per Week:

Salary (normally based on the salary of the last installed pastor)

Annual Cash Base Amount:

Employer 403(b) Contribution Amount:

Housing Allowance/Fair Market Value of Manse Amount:

Utility Allowance Amount:

Manse furnishing allowance Amount:



C. The Committee on Ministry should be notified immediately in the event of termination of this Agreement by either party.

## VI. Renewal

The term of this Agreement may be renewed by the written consent of the parties but only with the approval of the Committee on Ministry of Foothills Presbytery. Negotiation of renewal should begin at least sixty (60) days prior to the Termination Date stated above.

### Signatures

\_\_\_\_\_ Presbyterian Church      Date of action: \_\_\_\_\_

Signature: \_\_\_\_\_ Clerk of Session

Signature: \_\_\_\_\_ Moderator

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This is to certify that I have received and accepted the terms of this agreement to serve as Interim Associate Pastor of \_\_\_\_\_ Presbyterian Church. I understand that I cannot be called as the next installed associate pastor of this church (G-2.0504b). I understand that I may assist the Associate Pastor Nominating Committee with methods, process, and adequate reports, but will not be involved in any way with the search or selection of the next associate pastor.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_, Interim Associate Pastor

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This Agreement has been reviewed and approved by the Committee on Ministry.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_, Chairperson

This Agreement has been approved by Presbytery.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_, Stated Clerk