



Supplee

Church

Worship • Invite • Grow • Serve

Supplee Church Town Hall

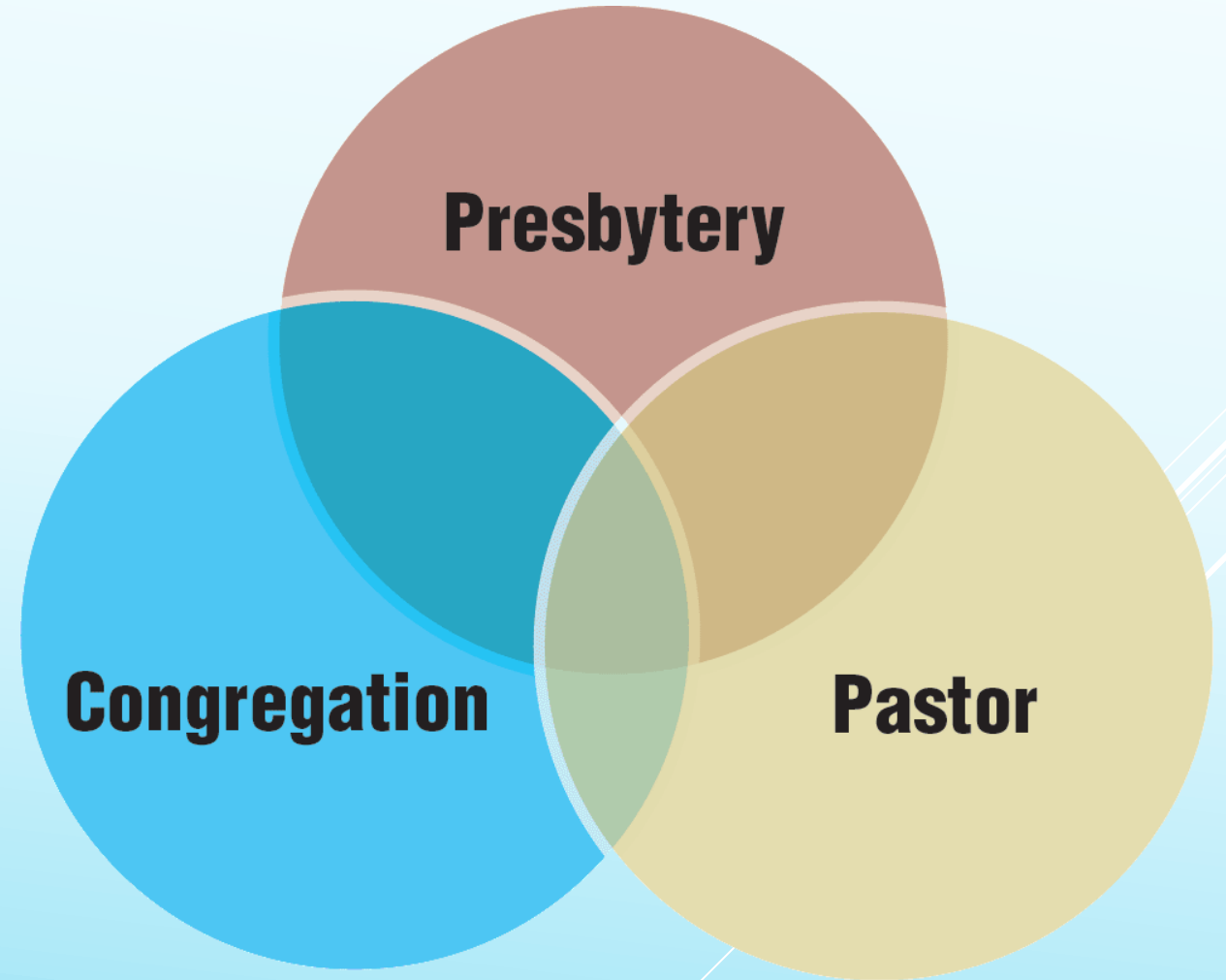
PASTOR SEARCH
Information Session

Overview

- ▶ **Pastor Don is retiring on September 12**
- ▶ **The Presbyterian Book of Order defines the process for replacing a pastor**
 - ▶ **Carried out by the church**
 - ▶ **Overseen by the Presbytery's Committee on Ministry (COM)**
 - ▶ **Could not start until letter of resignation received by Session**
- ▶ **Experience has shown that the process will take about two years**

Overview

- ▶ The process involves our congregation, the Presbytery, and the new pastoral candidates
- ▶ The Session does a lot of the work, but the full congregation is involved.





**So, if it's going to
take two years, what
do we do in the
meantime?**

**There are four
possibilities**



The Book of Order Tells Us:

- ▶ Titles and terms of service determined by the presbytery
(Our presbytery has defined four options)
- ▶ Term not to exceed twelve months, renewable with presbytery approval
- ▶ Not eligible to serve as the next installed pastor, co-pastor, or associate pastor.

Pastoral Relationships

Type of Position	Installed	Designated	Temporary	Transitional	Supply
Explanation of position	Called/Installed for healthy congregations looking for next permanent pastor.	Used after trauma or in need of stability; or if they need assistance from COM search.	Provides short term coverage for quick fill.	Provides intentional transitional leadership to lead church to next phase.	Provides pastoral leadership when a church is not seeking an installed pastor.
Called by	Congregation	Congregation		Hired by Session	Hired by Session
Search Type	Open Search, Internal candidates may apply.	COM puts forth candidate, but open to suggestions.	Limited Search in consultation with COM	Limited Search – candidate must be properly trained	Limited Search OR Full Search, EEOC
Length of Contract	Terms of Call	2-4 years; renewable for max of 5 years	3-12 months; not renewable	12 months; renewable up to 2 years	12 months; renewable indefinitely
Ordainable or Not	Ordainable	Ordainable	Not Ordainable	Ordainable	Ordainable
Installation Path	Installed Indefinitely	Hopefully installed indefinitely after designated period	Normally not a path for installation	Never a path for installation	Potential path for Installation
Approval	Approved by COM	Approved by COM	Approved by COM	Approved by COM	Approved by COM

Ultimately, we need an installed pastor

Meanwhile the Session has decided to seek a transitional pastor



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Step 1:

Hire A Transitional Pastor

Step One: Find a Transitional Pastor (TP)

▶ Session:

▶ Appoints Search Committee - **COMPLETE**

- ▶ Existing Ministry of the Future Task Force (MOF) has been designated to conduct the search for the transitional pastor
- ▶ It is NOT the Pastoral Nominating Committee (PNC) which will be formed to find our new installed pastor

▶ Creates Job Description - **COMPLETE**

- ▶ You can see it on The Presbytery of Philadelphia website
- ▶ Look under “News & Events” then click on “Employment Opportunities”

Step One: Find a Transitional Pastor (TP)

▶ Session (continued):

▶ Posts on Job Boards - **COMPLETE**

- ▶ Currently posted on:
 - ▶ Philadelphia Presbytery
 - ▶ Donegal Presbytery (Chester, Lancaster, & York counties)
 - ▶ Presbytery of Northeast New Jersey
 - ▶ churchstaffing.com
 - ▶ Eastern alumni job board
 - ▶ Princeton Theological alumni job board
- ▶ Lehigh Valley Presbytery has promised to post it.
- ▶ Removed from LinkedIn (was yielding unqualified candidates)

Step One: Find a Transitional Pastor (TP)

▶ Session (continued):

▶ MOF Interviews Candidates - **UNDERWAY**

- ▶ The MOF Task Force has interviewed three candidates so far
- ▶ We were ready to recommend one candidate to Session, but she accepted an installed post elsewhere

▶ Hires TP to One-Year Renewable Contract

Step One: Find a Transitional Pastor (TP)

MOF Task Force Members

- ▶ Jay Eibner (Chairperson)
- ▶ Bob Barit
- ▶ Janice Brunner
- ▶ Clyde Hedgepeth
- ▶ Russ Hensel
- ▶ Derek Hopper
- ▶ Karen Innes
- ▶ Faye Kolos
- ▶ Morgan Lawrence
- ▶ Evan Lehman
- ▶ Jenn McKnight
- ▶ Melissa McVoy
- ▶ Chuck Wormington
- ▶ Jan Wormington

Step One:

Find a Transitional Pastor (TP)

Others Participating in the Search

- ▶ **Session, through its Clerk**
- ▶ **Personnel & Policy Committee**
- ▶ **Stewardship & Finance Committee**
- ▶ **Deb Walters, Philadelphia Presbytery Committee on Ministry (COM) Liaison**

Step One: Find a Transitional Pastor (TP)

- ▶ **TP Must Be Specially Trained for Role**
- ▶ **Duties of the Transitional Pastor**
 - ▶ **Becomes Interim Head of Staff**
 - ▶ **Guides Session Through Remainder of Process**
 - ▶ **Provides Pastoral Care**
 - ▶ **Available to Officiate at Weddings and Funerals Available**
 - ▶ **Communion Served on Regular Schedule**
 - ▶ **Most Programs Continue**

Step One: Find a Transitional Pastor (TP)

- ▶ **Transitional pastor cannot normally become installed (permanent) pastor**
- ▶ **Presbytery provides moderator for session until TP hired**
- ▶ **Worship Committee arranges for preaching until TP hired**

Step 2:

Produce a Ministry Information Form (MIF)

Step Two: Produce a MIF

- ▶ **Once a transitional pastor is in place, the next step will be for us to define our ministry by putting together a “Ministry Information Form” (MIF)**
 - ▶ **Looks at community demographics, needs & programs to assess skills & experience needed in a new pastor.**
- ▶ **The MIF not only describes what we are, but also what we want to become**
 - ▶ **Requires reassessment of our mission and vision**



Step 3:

Form a Pastoral Nominating Committee (PNC)

Step Three: Form a PNC

- ▶ **The book of order says**

The session shall call a congregational meeting to elect a pastor nominating committee that shall be representative of the whole congregation. The committee's duty shall be to nominate a pastor for election by the congregation.

- ▶ **PNC must have broad representation**
- ▶ **Congregation will approve the PNC at a future congregational meeting**

Step 4:

Prepare a Church Information Form (CIF)

Step 4

Prepare & Post a CIF

- ▶ **Once the Pastoral Nominating Committee (PNC) has been formed, their first duty will be to produce a Church Information Form (CIF)**
 - ▶ **Based on the MIF**
 - ▶ **Prepared on a standard template**
- ▶ **The CIF will be posted on the PCUSA Website and elsewhere**



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Step 5:

Hire a New Pastor

Step 5

Hire a New Pastor

- ▶ **Candidates will respond to our postings with a Pastors Information Form (PIF) and possibly other documentation**
- ▶ **The PNC will conduct interviews**
- ▶ **The Presbytery will conduct background checks**
- ▶ **Eventually the right candidate will be identified and, after Session approval, presented to the congregation for approval at another congregational meeting**



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Step 6:

Install the New Pastor

Step 6

New Pastor Installed

- ▶ **Once the congregation has approved, a call will be extended to the candidate**
- ▶ **If the candidate accepts our call, a service of installation will be scheduled**
 - ▶ **Organized and conducted by the presbytery**
 - ▶ **Installation establishes the pastoral relationship.**

Process Timeline

