

LETTER OF AGREEMENT FOR INTERIM MINISTRY

In keeping with the policies and practices of the Evangelical Lutheran Church in America and the Lower Susquehanna Synod, and in order to set forth clearly the agreement for interim service between the congregation and pastor,

**Church
agree that
**Pastor
will serve as Interim Pastor

on a **F/T or P/T from *** until *** or until a new pastor is called in accord with the following mutual promises:

The Interim Pastor will:

- A. Preach and teach the Word of God.
- B. Preside at worship and administer the sacraments according to 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, officiate at weddings, baptisms, confirmation, funerals, 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. Agree not to become a member of this congregation after this agreement terminates.
- J. Participate with key leadership of the congregation and the appointed synodical staff person in evaluation of the interim ministry.

The congregation will:

- A. Commit to the Gospel by faithful participation in worship, learning, and fellowship activities.
- B. Support the ministry of the congregation through service and gifts.
- C. Accept the interim pastor, uphold him in prayer, and accord him 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 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:

1. Provide an annual salary and housing allowance of *** and social security offset of ***.
 2. Provide benefits of ***
 3. Grant one (1) week of pro-rated vacation for every 12 weeks of service, not to exceed 4 weeks per year.
 4. Grant continuing education leave at the rate of 2 pro-rated weeks per year and \$700 for continuing education expenses.
- H. Reimburse expenses related to our common ministry as follows:
1. Reimburse automobile travel at the IRS rate upon substantiation of business miles traveled. This includes mileage from Pastor's home office to the church or place where pastoral care is given.
 2. Pay expenses, not otherwise provided for, incurred in attending synod assemblies and other official meetings at which attendance is required.

Additional Agreements:

This agreement terminates on the date specified on page one of this agreement or thirty days after a new pastor has declared acceptance of the call to this congregation, whichever comes first; or upon thirty (30) days written notice from the congregation, the interim pastor, or the bishop of the synod. All financial obligations between the interim pastor and the congregation will be fulfilled by or on the date of termination.

This agreement may be amended or extended upon the mutual agreement of the congregation council and the interim pastor, after consultation with the bishop of the synod, by written addendum attached hereto.

We, the undersigned, accept the terms of this agreement:

President/Vice President

Date

Interim Pastor

Date

Reviewed by

Assistant to the Bishop, Lower Susquehanna Synod

Date