

GUIDELINES FOR SYNOD ADMINISTRATION OF A PARISH

To enable the Lower Susquehanna Synod to enter into the synod administration of a pastoral charge the following are resolved:

1. That the bishop with the consent of the Synod Council be authorized to assume the administration of a pastoral charge, at the request of a pastoral charge or with its concurrence.
2. That the bishop be authorized, in consultation with the Congregation Council, to recommend a pastor.
3. That the pastor be called by the synod council for a specified term not to exceed four years.
4. That the bishop, the congregation, and the pastor sign a written agreement stating clearly the expectations of the synod, the congregation, and the pastor. This agreement will be adopted by the pastoral charge.
5. That, if the synod assumes any financial responsibility, the existing policies governing financial aid to congregations will apply.
6. That the pastor be remunerated by the pastoral charge, Such remuneration shall not be less than, but may be more than compensation guidelines or mandates operative in the synod. Each successive year of the agreement that parish will comply with the action of the synod in assembly in budgeting for the pastor.
7. That a review committee be appointed by the synod council at the outset of the agreement. The bishop will be a consultant to this committee.

THE REVIEW COMMITTEE:

- a. is composed of three persons, one of whom will be designated chair. The three persons will include a member of the synod council at the time of appointment, a person from outside the conference in which the congregation is located, and at least one lay person. This committee will serve until the termination of the agreement.
- b. will receive a full and complete description of the events leading to synodical administration from the bishop at the time of appointment.

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- c. will hold an initial meeting with the pastor and congregation council within six weeks of the pastor's arrival in the parish. Subsequent meetings will be held at six months and thereafter at least annually. Meetings will be arranged by the review chair in consultation with the bishop.
 - d. will report to the synod council through the bishop's office.
 - e. will check the progress in meeting the expectations of the synod, the pastor and the congregation. They may make suggestions on how to fulfill these expectations.
 - f. will report to the synod council on the pastoral charge's ability to call a pastor at the agreed-upon date for termination. An earlier date of termination may be requested by any party.
8. There will be an annual meeting of parishes under synod administration for the purpose of review, evaluation and support of the program. Chairpersons and clergy members of review committees will be at this meeting along with the bishop, the bishop's staff and representatives of the synod council.

Adopted April 4, 1992

8/95--lbg

11/96--bph