

Pastoral Agreement Form for a Transitional Minister

The session of the _____ of _____ of the Presbytery of South Dakota, being satisfied with your qualifications and trusting that your ministry in the Gospel will be to our spiritual benefit, invites you _____, to the office of Transitional Pastor. This agreement will begin on _____ and end on _____. This agreement may be terminated before the designated time upon thirty days notice from either you or the session, after consultation with the Presbytery of South Dakota through its Committee on Ministry.

You, _____, will provide full-time pastoral leadership which will include:

A. Basic tasks of Transitional ministry

- Getting in touch with history--working out grief.
- Discovering a new identity--who are we now that the pastor's gone?
- Facilitating shifts in leadership--new leaders emerge, others back off.
- Denominational relations--are we connectional? How can the presbytery help?
- Commitment to new leadership and the future. Building support of a new pastor and program.

B. Basic pastoral duties and responsibilities:

- Preaching and teaching the Word.
- Presiding in worship and administering the sacraments in accordance with the Presbyterian Church (U.S.A.) practices.
- Providing pastoral care to members.
- Providing leadership at meetings, organizations and activities.
- Encouraging the total ministry of the Presbyterian Church (U.S.A.).

C. Other duties as contracted with the session and/or the Committee on Ministry as follows:

D. In addition, regular quarterly reports will be provided to the Committee on Ministry from you and the session regarding the ongoing interim ministry.

(Continued)

That you may be free to devote yourself _____ (full-time or part-time) to the ministry of the Word among us, we promise, on behalf of the congregation, to obligate ourselves to provide you the following:

- Annual Cash Salary: \$_____ in regular monthly payments
- Use of Manse: \$_____ Book Allowance: \$_____
- Housing Allowance: \$_____ Medical Insurance: \$_____
- Utilities Allowance: \$_____ Moving Costs: \$_____
- Automobile Allowance: \$_____ Study Leave Allowance: \$_____
- Expense Allowance: \$_____ Other (specify): \$_____
- Vacation of (time period): _____ Study Leave of (time period): _____

If applicable, we will pay regularly in advance to the Board of Pensions a sum equal to that requisite percent of your salary that may be fixed by the General Assembly of the Presbyterian Church (U.S.A.) for participation in its pension plan, during the time of your being and continuing in the pastoral relationship set forth in this call to this congregation.

We further promise to observe the provisions under the direction of the Presbytery of South Dakota through its Committee on Ministry for a Transitional pastoral relationship as prescribed in the *Book of Order*, G-2.0504b.

Having moderated the meeting of the session that extended the invitation to _____ for ministerial services, I do certify that the agreement has been made in all respects according to the rules laid down in the *Book of Order*, Form of Government.

SIGNED:

Moderator of the Session _____ Date

Clerk of Session _____ Date

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ENDORSEMENT AND APPROVAL:

The above invitation and agreement extended to _____

by _____ has been reviewed and approved by the Presbytery of South Dakota's Committee on Ministry and the Presbytery of South Dakota as directed in the *Book of Order*, G-2.0504b.

SIGNED:

Committee on Ministry Moderator Date

Stated Clerk for the Presbytery of South Dakota Date

This is to certify that I have received and accepted the agreement as stated above to the position as Transitional pastor.

SIGNED:

Transitional Pastor Date

Signed copies to be given to: 1) the minister, 2) the clerk of session, 3) the presbytery and 4) the minister's presbytery of membership/care (if other than the presbytery of this congregation).

Covenant for Intentional Transitional Ministry

This covenant agreement among the session of the _____, _____, South Dakota and the Reverend _____ and the presbytery of South Dakota for the purpose of providing intentional Transitional ministry to the church. The period of Transitional service will begin _____ and will continue for _____.

The session, the Transitional pastor, and the Committee on Ministry of the Presbytery of South Dakota covenant to work on developmental tasks of the Transitional period as follows:

- Help the congregation and the session come to terms with history, including understanding and valuing where the congregation has been;
- Help the congregation and the session discover a new identity, congruent with, but not only defined by, the past;
- Facilitate shifts of power, authorizing persons and processes in ways appropriate to this new situation;
- Help the congregation understand denominational relationships as a part of the congregation's identity and mission;
- Help the congregation build commitment to new leadership and to a new future, developing a shared vision and working relationships with each other and with new pastors; and,
- Assist the congregation in developing processes by which to bring about healing through honesty, reconciliation, communication, and unity in an open environment.

During this Transitional period the Transitional pastor

- a) _____ will _____ will not request membership in the Presbytery of South Dakota
- b) _____ will _____ will not serve as moderator of the session.
- c) _____ will _____ will not serve as head of staff
- d) _____ will _____ will not assist in preparation of the annual Ministry Information Forms
- e) _____ will _____ not seek to become a candidate for call as installed pastor of this church.

The Transitional pastor will continue to develop Transitional ministry skills, which include: listening, conflict management, healing, reconciliation and others as appropriate. The Transitional pastor will work with the session to develop goals and objectives and will work with the pastor nominating committee for administrative purposes only.

This is the covenant agreement among the session of _____

Compensation agreement:

- Annual _____ or: _____ 12 months per year.
- Full time _____ or _____% of full time.
- Salary _____
- Housing/manse _____
- Medical/pension _____
- Travel expense _____
- **Continuing education expenses** _____
- Professional Expenses _____
- Dental/medical supplement _____
- Social security self-employment allowance _____
- Four weeks vacation (annually) _____
- Two weeks study leave (annually) _____

There will be a joint review by the session and the Transitional pastor regarding progress on developmental goals every three months or more often at the request of any one of the covenanters.

During this time of service _____ will be accountable to the session of the _____ South Dakota, and to the Committee on Ministry of the Presbytery of South Dakota.

This Covenant may be terminated by the session or by the Presbytery of South Dakota on 60 days notice or earlier by mutual agreement. The Transitional pastor may terminate the agreement with 30 days notice and forfeit any payment beyond that period.

Transitional Pastor

Clerk of Session

Committee on Ministry Moderator

Date of Agreement

Sample Covenant with a Transitional Minister

This Covenant Between the Session of _____ (Name of Church, Town) and _____ (Transitional Pastor) is for the purpose of providing Transitional pastoral services.

This relationship shall begin effective _____ (date) until _____ (no more than 12 months) at which time it may be renewed if necessary with the concurrence of session, Transitional Pastor and Presbytery's Committee on Ministry.

_____ (Name of Pastor) will become a member of (Name) Presbytery upon release from his/her present presbytery and acceptance by _____ (Name) Presbytery.

It is understood that the Transitional Pastor is accountable to the presbytery through the Committee on Ministry and will provide written reports about his or her ministry every _____ months and participate with this Committee and the Session in an evaluation of this ministry in _____ months.

It is understood that the Transitional Pastor is ordinarily not eligible to be called as Pastor.

It is agreed that this covenant may be terminated upon (30, 60, 90) days' written notice by either the Transitional Pastor or by the session. If terminated by the session prior to the end of the covenant period, compensation will continue for _____ days after the date of termination of ministry.

Goals for this ministry are to work with the congregation on the five "developmental tasks" of Transitional ministry:

- 1) Coming to terms with history,
- 2) Discovering a new congregational identity
- 3) Facilitating shifts in lay leadership and changes in congregational power structures
- 4) Rethinking and renewing denominational linkages
- 5) Preparing for new pastoral leadership and a new future.

The Transitional Pastor will fulfill the following responsibilities.:

- Provide spiritual and administrative leadership for the congregation.
- Lead worship and administer the sacraments.

- Officiate at weddings and funerals;
- Provide pastoral care for the congregation and for all who seek comfort and guidance through the church.
- Serve as moderator of the session;
- Serve as head of staff;
- Assist boards and committees in their ministry.
- Train newly elected officers and assist in preparing persons for membership.
- Participate in the presbytery.
- Assist the presbytery consultant in the conduct of a congregational mission study.
- Assist in the preparation of the Ministry Information Form.

The Transitional Pastor will not be involved in the work of the Pastor Nominating Committee beyond providing opportunities for them to communicate with the session and congregation about their progress.

The compensation for this agreement shall be that in TERMS OF CALL below.

Salary\$
Housing\$
Pension and Medical BenefitsFull
Moving ExpensesFull
Vacation1 week per quarter
Continuing Education.\$ (reimbursed as used)

and 1 week every six months

Reimbursement of Ministry Expenses including

Automobile.....\$0. per mile (reimbursed as used)

(Name of Pastor), Transitional Pastor

Clerk of Session

For the Committee on Ministry

Date