Pastoral Search Process - An Overview

1. Resignation: Receive and Accept
   - Accept the Resignation and check bylaws
   - Notify the Church Members
   - Contact Conference Office
   - Leadership and Conference Staff meet
   - Final Service with Litany of Farewell
   - Participate in Exit Interview Process
   - Update Records
   - Plan Period until Departure

Board Tasks: (1) Determine needed leadership skills, (2) Assess probably time span, (3) Secure and contract with Interim pastor, (4) Select, train, and support Search Committee, (5) Promote a sense of stability in the congregation amidst change, (6) Complete a Local Church Profile, (7) Determine preliminary salary and benefits package, (8) Provide leadership to the congregation, (9) Set goals.

Type of Interim

Interim Focus Points: (1) Our Heritage - Who are we? (2) Connections - Who is our neighbor? (3) Mission - What is God calling us to do and become? (4) Leadership - Are we clear about our Vision? and (5) Futuring - are we clear about the leadership skills we need?

2. Making Transition Plans
   - E.g. IIM, DTM, Small Church Process

3. Developing a Local Church Profile and Organizing the Search
   - Search Committee: Name, Norms, Schedule
   - Church Profile, Prospectus National Ad
   - Communication: Keeping the Congregation Informed

4. Selecting a Candidate
   - Reading Profiles
   - Build a Candidate Portfolio
   - Conducting Interview and Checking References
   - Neutral Pulpit
   - Unanimous choice: Negotiate Call Agreement

5. Calling a Pastor
   - Recommendation to the Governing Board
   - Candidating Weekend
   - Congregational Vote
   - Formal Call Extended
   - Communication: Conference, Church, Other Candidates

6. Preparing for the New Pastor (and family)
   - Housing
   - Moving
   - First Service
   - Introduction to the Community and Wider Church
   - Pastoral Relations Committee
   - Transfer of Standing and installation

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