

MAINE CONFERENCE



Maine Conference
United Church of Christ

REQUEST FOR INTERIM LEADERSHIP

Church Name: _____

Church Address: _____

Vacant Position: _____

Date of Vacancy: _____

Current Membership: _____

Membership 5 years ago: _____

Membership 10 years ago: _____

Average Weekly Worship Attendance: _____

Participating in Weekly Adult Education: _____

Participating in Youth Ministries: _____

Current Year Annual Church Budget: \$_____

Current Year Our Church's Wider Mission (OCWM): \$_____

Pledging Units: _____ Average Annual Pledge Amount: \$_____

What is the mission emphasis of this local church?

List examples of how your church is in relationship (covenant) with other local churches of the United Church of Christ and other churches in the area:

Participating in Association activities in the past year: _____

Participating in Maine Conference UCC activities in the past year: _____

During the interim period, the Interim Minister leads the congregation through five recognized interim ministry tasks:

1. Heritage: Who are we?
2. Connections: Who is our neighbor?
3. Mission/Vision: What is God calling us to do and become in this time and place?
4. Leadership: How do we align our leadership/congregational resources to our vision?
5. Futuring: What type of pastoral leadership do we need and how do we seek it?

In addition to those named above, other interim tasks include:

- 1.
- 2.
- 3.

What are the primary goals for this interim time?

- 1.
- 2.
- 3.

Is there unresolved conflict in the church? _____ Yes _____ No

Rate the level of conflict in the church (Low 1, 2, 3, 4, 5, High) _____

Do you perceive that your previous pastor was a contributor to the conflict? Yes/No

If yes, please explain:

What are the perceived issues in your congregation now?

COMPENSATION OFFERED

Please Note:

The compensation package offered to the new minister is typically no less than that of the most recent settled pastor.

1) **SALARY AND HOUSING**

- a) Cash Salary: \$_____
 - b) Housing Allowance: \$_____
- Or value of parsonage (30% of cash salary): \$_____

2) **BENEFITS**

- a) Annuity UCC Pension Plan (14% of Salary & Housing): \$ _____
- b) Social Security Allowance (Salary and Housing x 7.65%): \$ _____
- c) Life Insurance & Disability Income Plan (Salary and Housing x 1.5%): \$ _____
- d) Health & Dental Insurance (UCC rate): \$ _____
 ____ Individual ____ Family
- e) Vacation: ____ weeks
- f) Continuing Education/Study Leave: ____ weeks
- g) Post Interim Sabbatical Leave: ____ weeks
- h) Other: _____

3) **REIMBURSEMENT FOR CHURCH RELATED EXPENSES**

- a) Mileage (Current IRS rate): \$ _____
- b) Cell phone & Internet: \$ _____
- c) Conferences/Meetings: \$ _____
- d) Other Church Related Expenses: \$ _____
- e) Criminal Background Check: \$160.00

TOTAL COMPENSATION PACKAGE FOR PASTORAL SERVICES: \$ _____

The position is considered:

- ____ Full time
- ____ Part-time (Specify # Hours per week: ____ or # Units per week: ____)

The initial term of the interim covenant/contract will be for ____ months.

____ The compensation is within the Maine Conference Clergy Compensation Guidelines.

____ Participation in Interim Ministry Network Affinity Group is encouraged.

____ A Transition Team will be established and meet with the minister regularly to support the ministry.

____ A formal review and evaluation of the ministry will be conducted at ____ months.

____ Termination by either party with at least ____ day's written notice.

Who will select the Interim? _____

Person(s) preparing this request: _____

Date prepared: _____

Return form to:

Maine Conference UCC
 337 State Street, Suite 3
 Augusta, Maine 04330-6122
 Phone: 207-622-3100
 E-mail: searchandcall@maineucc.org

[The information contained in this form will be shared with potential interim candidates]