

# INTENTIONAL INTERIM MINISTRY COVENANT

Between:

\_\_\_\_\_ Lutheran Church of \_\_\_\_\_,  
Pastor \_\_\_\_\_, &  
The People of The East Central Synod of Wisconsin of  
The Evangelical Lutheran Church in America

*We, the people of \_\_\_\_\_ Lutheran Church of \_\_\_\_\_,  
covenant with Pastor \_\_\_\_\_ to serve as our Intentional Interim  
Pastor. We understand and will communicate to our people the following terms:*

- A) Pastor \_\_\_\_\_ is unavailable for the long-term pastoral position. This is an irrevocable promise between all parties.
- B) This covenant is between the three parties listed above. If at any time, one of the parties sees the need to end the relationship it will be accomplished in no more than 30 days after an agreed upon conclusion by the parties involved.
- C) The term of service and understanding of commitment will be outlined in Appendix 'A'.
- D) The duties, expectations and ministry needs for the Interim period will be outlined in Appendix 'B'.
- E) The remuneration for the Interim will be outlined in Appendix 'C'.
- F) The expectations for Congregational Leaders will be outlined in Appendix 'D'.

*We, the undersigned, hereby commit ourselves to this covenant and pledge our support and our prayers for this important ministry.*

For the People of \_\_\_\_\_ Lutheran Church of \_\_\_\_\_:

\_\_\_\_\_ President of the Congregation

\_\_\_\_\_ Secretary of the Congregation

For the People of The East Central Synod of Wisconsin:

\_\_\_\_\_ Bishop

\_\_\_\_\_ Intentional Interim Pastor

**INTENTIONAL INTERIM MINISTRY COVENANT**  
**APPENDIX 'A'**  
**TERM OF SERVICE**

**Pastor \_\_\_\_\_ ministry with us will begin on:**

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We understand that this covenant will extend for an agreed upon period of no less than six months unless agreed upon by all parties listed above.

We understand that at the end of the fifth month all parties will renegotiate ministry extensions and agree upon the terms involved for the health and strength of the ministry of \_\_\_\_\_ Lutheran Church.

We understand that all parties will agree upon proposed extensions of service and that extension of service will be for no more than six additional months. At the end of that time this process may be repeated if it serves the best interests of the ministry of \_\_\_\_\_ Lutheran Church.

We understand that all vacation time, continuing education time and other benefits listed in Appendix 'C' will be utilized during the active service of the Intentional Interim Pastor. Extension of benefits beyond the agreed upon time of service may be offered if agreed upon by all parties involved.

We understand that there will be a time period (usually 2-4 weeks) near the end of the Intentional Interim Ministry Covenant when the Interim shall allow space between his service and the beginning service of the long-term pastor called by the congregation. On behalf of the congregation, the Congregational President and The Intentional Interim will ensure pastoral coverage for that brief time of transition.

We understand, that upon completion of the Intentional Interim Ministry, Pastor \_\_\_\_\_ will not be involved in the official, pastoral acts of this congregation unless agreed upon by all parties involved

**INTENTIONAL INTERIM MINISTRY COVENANT**  
**APPENDIX 'B'**  
**DUTIES AND EXPECTATIONS OF**  
**THE INTENTIONAL INTERIM PASTOR**

We understand that \_\_\_\_\_ will serve as the Pastoral Office of \_\_\_\_\_ Lutheran Church throughout the Intentional Interim Ministry period outlined in the covenant.

We understand that he is called to preach, teach and administer the Sacraments.

We understand that he will be involved with our key ministries and will value the connections this congregation has with our community.

We understand that the following items will be specific items of focus for Pastor \_\_\_\_\_ as he ministers with us:

- A) Evaluate and Recommend options for strengthening our stewardship of all that God has given us; ourselves, our time and our possessions.
- B) Evaluate and strengthen leadership gifts within the congregation.
- C) Evaluate and strengthen our ties to our partners in mission throughout The East Central Synod of Wisconsin, The Evangelical Lutheran Church in America and the world.
- D)
- E)
- F)
- G)

We pledge ourselves to the outlined emphases listed above. As leaders of our congregation, we pledge our prayers, personal support and esteem to Pastor as we focus on these ministries together in Christ.

We understand that these emphases may need to shift or change to best meet the ministry needs of \_\_\_\_\_ Lutheran Church. We understand that we have the freedom to renegotiate this covenant with the consent of all parties at any time.

**INTENTIONAL INTERIM MINISTRY COVENANT  
APPENDIX 'C'  
REMUNERATION FOR THE INTERIM**

Compensation and benefits are as outlined below:

1. Pay you a salary of \$ \_\_\_\_\_ per \_\_\_\_\_, the payments to be made in \_\_\_\_\_ installments as follows: \_\_\_\_\_
2. Provide for housing as follows:
  - a. A residence free of charge, utilities paid, OR
  - b. A housing allowance of \$ \_\_\_\_\_ per \_\_\_\_\_ OR
  - c. Other \_\_\_\_\_ FICA: \$ \_\_\_\_\_ per year.
3. Contribute to the pension and benefits plan according to the regulations of the ELCA (if more than 15 hours per week and if the pastor is not retired).

Pension (10% minimum)	\$ _____
Disability & Admin	\$ _____
Medical & Dental	\$ _____
4. Grant one week vacation for each 13 weeks of interim service, not to exceed four weeks per year.
5. Continuing education leave at the rate of one day per month toward study expenses (pro rated)  
\$ \_\_\_\_\_ per \_\_\_\_\_
6. Travel reimbursement at the rate of \$ \_\_\_\_\_ per mile or \$ \_\_\_\_\_ per year.
7. Commute expenses: \$ \_\_\_\_\_ per month.

# Intentional Interim Ministry Covenant

## Appendix D

### Expectations of Congregational Lay leaders

When we come together as leaders to guide our congregation we will:

- Pray and call upon the presence of our gracious God
- Reflect upon and discern the will of God for our congregation
- Model cordiality, hospitality and patience with one another
- Represent and strive for our communal good with one another
- Deal with disagreements honestly, openly and with loving-kindness
- Listen carefully to others concerns and seek to understand them clearly.
- Model Matthew 18:15-17 in all of our dealings with others.

(adapted from Peter Steinke's Healthy Congregations workshop with additions by Jim Justman, July 1999)

In partnership with our Intentional Interim minister we will:

- Uphold you in prayer and give you our love, respect and good will.
- Look to you to preside at baptisms, celebrations of Holy Communion, and rites of the church.
- Model Matthew 18:15-17 at all times with you.
- Schedule time, at least monthly, to review of goals and expectations of our time together and in consideration of Appendix B
- Work with one another as we, with God's guidance, ready our congregation for calling our next pastor.