



CALL PROCESS ROADMAP FOR CONGREGATIONS.

Upon resignation of the current pastor, the congregation president should contact the synod office for guidance on next steps. Synod staff will continue to walk alongside the congregation throughout the whole transition time.

STEP ONE – Saying Goodbye Well.

When a pastor announces that he/she will be leaving a congregation, it is natural to have a time of grief. Therefore, it is important to take time to say goodbye, give thanks, and bid a clear farewell, and Godspeed. Doing this well will be significant in setting the stage for the next chapter.

STEP TWO – Interim and Discernment.

Synod staff will assist the congregation in finding an interim pastor. Until then, congregation leadership may use trained lay leaders, retired pastors, and/or the Southwestern Minnesota pulpit supply list to lead worship services.

STEP THREE – Complete Congregation Mission Assessment and Ministry Site Profile (MSP).

Synod staff will help congregation leaders understand the Mission Assessment Process and completing the MSP. This important work is typically completed by a transition/study team or by the call committee. The interim pastor assists with the MSP. Upon completion of the MSP, contact synod staff.

STEP FOUR – Forming the Call Committee.

The Call Committee is formed by following the congregation's constitution and should reflect the demographics of the congregation. A chair is elected from the committee. The committee will interview potential candidates and make a recommendation to council. Synod staff will give an orientation to the Call Committee.

STEP FIVE – Considering Candidates.

Synod staff present candidates to call committee for consideration. Names may surface from the congregation, synod staff, or the candidate themselves. The call committee prepares interview questions and discusses strategy. They may want to consider doing practice interviews.

STEP SIX – Extending the Call.

The call committee recommends a candidate to council. If candidate is approved by council, the chair contacts the candidate regarding a potential call and a congregation vote is scheduled. Bid farewell and Godspeed to the interim pastor.

STEP SEVEN – Welcoming Your New Pastor.

Contact synod office to set up installation date. Welcome your new pastor.