

What to do when your Pastor resigns or leaves?

Call the district office

Celebrate your pastor's ministry

Plan a number of celebrations of your pastor's ministry

Begin lining up guest speakers (1 – 2 months)

Select a Search Committee

Usually 5-11 members (always an odd number)

Votes should be simple majority not unanimous

Representing a broad cross section of the church

7 groups represented usually (one person per group)

Seniors

Women

Men

Parents with Small Children

Parents with Teenagers

A youth 16-25 years of age

Leadership Board representative

Develop a Church Profile

Go on www.ministerconnection.net

Print off copies of the church profile questions

Have Board members, staff, Search Committee

Individually fill out the questionnaire and

Return to board... Board will create one profile

Assign one board member to enter the information at
www.ministerconnection.net

Fill out church profile

Look into an interim pastorate

Ask everyone to get involved in ministry...

Write a list of all jobs in the church

Ask people for a commitment:

2 hours per month – 10 hours per week

Everybody can do something

Help them understand they are needed

They are the church

Give them specific places and assignments to serve

Selecting a new pastor

Direct people to fill out Ministerconnection.net app...

Receive possible applications from district

Resume' judgments

Each person on the Search Team should read through the profiles.

Each person then should make two piles of profiles:

Good & possible

Not in my opinion

Each person on the team should share who they have in each pile.

There are usually at least 3-5 candidates who everyone agrees are good candidates (include as many as possible)

Written Interaction

Contact each remaining candidate and ascertain their still looking for possible placement

Send a list of 5-10 questions to the candidate

Information about the church

Information about the community

Look for timeliness of response

Writing style... clarity of communication

Theological Biblical nature of answers

The committee should each evaluate the responses and answer the question is there any one who

Phone Interview judgments

Develop a list of 5-10 questions to ask the candidates

Call the top 3-5 candidates and ask the questions

Also ask candidate for the names and phone numbers of people they served with who are not on their reference list.

Prioritize 3-5 candidates (elder board function)

Visit present ministry of top candidates

Actual Interview... staff and board

The staff should be able to spend expended time interacting and interviewing this person. They will have specific questions. They should be allowed to meet with the elders and tell their impressions. They should have a big impact on the outcome.

The board should have time to watch the candidate relationally related to different types of people and also answer specific questions that you might have.

Screen the top Candidate through appropriate filters

References:

Other work associates

Criminal History: because of the rash of sexual molestation and abuse cases that have hit churches... insurance companies usually now require this as a precaution.

Psychological profile: This type of test would screen for an possible deviancies or difficulties that might manifest in the event of great stress or pressure.

Financial History: It is often very instructive to check the credit history of an individual. Since usually this person will have major input into the financial dealings of your church it would be wise to see how they handle their own money. Also the elders or search team could ask for a copy of the family budget.

Candidating process

Invite the candidate and his family for a week (including two weekends)

Allow the candidate to preach on any subject they want the first week.

Ask the candidate to preach on a specific verse or topic for the second week: assign it on Monday of the candidating process. You want to know what they can do in 7 days.

Congregational Vote: needs to be more than 85%

While most congregations have written into their policy statements that a pastor can be called with a 66% or 75% majority, this represents a significant amount of people who are not for the candidate. It would be in the best interest of the candidate and the church to find a candidate that can receive 85% or more. Now sometimes once it is clear that this candidate is accepted by a clear majority of the church a revote will produce 85% approval... If however a revote produces the same basic numbers this would most likely severely hamper the candidate from pasturing the whole of the congregation.