

# Policy for Temporary Pastoral Relationships

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## Temporary Supply Pastor

- When there is a solo pastorate.
- Ordinarily used when a church is uncertain about its future or finds itself “between the times”
- The decision to fill a vacancy with a Temporary Supply Pastor (TSP) may be made by the Session; however, the search process may begin only after Committee on Ministry (COM) approval.
- May be full-time or part time
- May or may not meet minimum compensation standards. The compensation must be approved by the Session and the COM.
- May succeed to the installed pastorate in consultation with the COM, and with the approval of the Session, a majority vote of the congregation, and a three-quarters vote of presbytery. The COM, in consultation with the Session, may require an open\* search by a search committee which may include use of the Church Leadership Connection system (CLC).
- Term is for one year and may be renewed with the approval of the COM
- All \*open searches shall conform to EEOC guidelines.

**\*Open Search** – an open search for a pastoral candidate is a search which extends beyond the boundaries of the congregation and Long Island Presbytery and may include outside advertising of the position, self-referrals, referrals through the presbytery and/or friends of the congregation, and participation in the Church Leadership Connection (CLC) system. COM approval is required for any search which does not fully include use of the CLC. All open searches must meet EEOC guidelines.

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## Interim Pastor

- When a church is planning to call an installed pastor in the near future
- The decision to fill a vacancy with an Interim Pastor (IP) may be made by the Session; however, the search process may begin only after Committee on Ministry (COM) approval.
- Session shall appoint a search committee to conduct the search, in consultation with the COM.
- The decision to call a specific candidate as an IP must be approved by the session and the COM.
- IP Candidates shall have completed Interim Ministry Training or agree to complete Interim Ministry Training Part 1 within the six months and Part 2 within the first eighteen months of the IP call, in consultation with the COM.
- Ordinarily full-time or close to full-time
- Must meet minimum compensation standards. The IP compensation must be approved by the Session and the COM.
- Term is for one year and may be renewed by the Session with the approval of the COM.
- May succeed to the installed pastorate after an open search by a Pastoral Nominating Committee using the Church Leadership Connection System (CLC), in consultation with the COM, and approved by the Session, a majority vote of the congregation, and a three-quarters vote of the presbytery.
- All \*open searches shall conform to EEOC guidelines.

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## Designated Pastor

- When a church, in consultation with the Committee on Ministry (COM), determines the need for a pastor for a designated period of time, ordinarily one to three years.
- The designation may be renewed once, but the total number of years of the designation shall not exceed six.
- The decision to fill a vacancy with the DP position may be initiated by the session or the COM, however, the search process may begin only after COM approval.
- Ordinarily found as the result of an open\* search, in consultation with the COM. The COM may require use of the Church Leadership Connection system (CLC). A search committee must be formed.
- The decision to call a specific candidate as a DP must be approved by the session, a majority vote of the congregation, and the COM. Renewal of the designation for a second term must be approved by the Session and the COM.
- COM, in consultation with the Session, may require DP Candidates to have completed Interim Ministry Training or agree to complete Interim Ministry Training within the two years of the DP call.
- A DP may succeed to the installed pastorate at the end of the designated period with the approval of the COM, a majority vote of the congregation, and a three-quarters vote of the presbytery.
- May be full-time or part-time
- Must meet minimum compensation standards. The DP compensation is approved by the Session and the COM, and must be reviewed and approved annually by the Session and the COM, regardless of the length of the contract period.
- COM shall ordinarily require the congregation to undertake a Plumb Line Study during the designated period.
- All \*open searches shall conform to EEOC guidelines.

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## **Assistant Pastor**

- When a church seeks an additional pastor to serve under the Head of Staff on a temporary, not a permanent basis.
- Ordinarily used when a church is seeking to implement a new staff position and/or in situations in which an open search and/or minimum compensation requirements prove difficult to a congregation seeking additional ordained leadership in the short term.
- The decision to call an Assistant Pastor may be made by the Session, with Committee on Ministry (COM) approval
- May be full-time or part-time
- May or may not meet minimum compensation standards. The compensation must be approved by the Session and the COM.
- May succeed to Associate Pastor, in consultation with the COM, and only when there is an installed pastor in place. Succession to installed pastorate requires approval of the Session, a majority vote of the congregation, and a three-quarters vote of the presbytery. The COM, in consultation with the Session, may require an open\* search by a search committee which may include use of the Church Leadership Connection system (CLC).
- Term is for one year and may be renewed with the approval of the COM
- All \*open searches shall conform to EEOC guidelines.

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## **Organizing Pastor**

- When a group of people are in the process of organizing a Presbyterian New Church and Fellowship Development.
- Oversight and guidance of such faith communities are shared by the New Church and Fellowship Development Committee (NCFD) and the Committee on Ministry (COM). The NCFD Policy should be consulted for more information.
- Initial search process for an Organizing Pastor is coordinated primarily through the NCFD, in consultation with the COM.
- May be full-time or part-time
- May or may not meet minimum compensation standards. Compensation must be approved annually by the COM in consultation with the NCFD.
- May succeed to the installed pastorate, in consultation of the COM, with a majority vote of the congregation, and a three-quarters vote of presbytery. An open search or formation of a Pastoral Nominating Committee (PNC) is not required
- Relationship of an Organizing Pastor to a NCFD concludes (or is redefined) when the new church is formally chartered by the presbytery.
- All searches shall conform to EEOC guidelines.

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## **Parish Associate**

- When a Teaching Elder enters into a formal relationship with a particular church for a specific function, under the supervision of the Head of Staff.
- Must be approved by the Session and the Committee on Ministry (COM).
- Ordinarily is part-time.
- May or may not be compensated. May or may not meet minimum compensation standards.
- Relationship shall be renewed annually (including any compensation), with approval of the Session and COM.
- Relationship may continue should the Head of Staff leave, with approval of the Session and the COM.