**Steps in the process of calling a new Senior Pastor**

**Team formation**

* Develop a prayer team – Need Holy Spirit guidance
  + Pray for the team – Discern – what type of pastor the church needs
  + Pray for the Candidate – discerning spirit
  + Pray for sending church
  + Pray for the New Pastor – soon after he/she arrives
* Organization
  + By-laws – define team?
  + 5 to 7
  + Diverse group
  + Leadership
    - Chair – respected by church
    - Secretary – keeps the resumes and actions decided
* Secure a counseling pastor – What will their role be? How involved?
  + Calling references
  + Some meetings or all
  + Consulting
* Arrange for an interim pastor and/or pulpit supply
  + Who is responsible to select pulpit supply? – Normally the Pastoral Search Team chair
  + Do you have an interim pastor? – Handbook – Mission Possible – more info
* Development of an operating covenant
  + Confidential records – impact on pastors and churches
* Logistics- meeting dates, times, places, minutes, record keeping, etc.

**Understanding the overall task**

* + Who we are and how this team fits into the structure of the church
  + Reporting relationships of this team to the Council/Elders
  + Communications to the church congregation on what we are doing
  + Review Handbook – Mission Possible – 2004 - I will email

**Understanding who we are as a church and as a community**

* + Kingdom Focus – PS 127:1 – “Unless the Lord builds the house, its builders labor in vain”
  + Our Purpose, Vision, Values, Structure
  + Our bylaws
  + Congregational survey and Congregational “Town Halls”?
    - Results can be inwardly focus
    - Types of questions – survey
      * What I want verse lead towards kingdom work
  + Time with our existing staff to listen

**Development of candidate profile or expectations**

* + Critical selection criteria- what looking for
    - Character
    - Relationships – Divorce – Single
    - Male/Female
    - Communicatror
  + Who develops profile?
  + What the bylaws say about a Sr. Pastor candidate

**Development of information packets**

* History of the church
* Community profile
* Organization, structure, etc. (Who we are, where we are going, what we want to become, etc
* Development of Sr. Pastor salary and benefit package info
  + Health Insurance
  + Pays as self-employed SSN
  + Work expectations – hours
  + Full time vs bi-vocational
  + Pastoral Expenses – Church pays vs Pastor pays
  + Pension
  + Time off – Vacation, days off, etc
  + Housing Allowance

**Obtaining candidates**

* Solicit names via networking, contacts, Church of God Ministries (jhazen@chog.org), etc
* Some names will flow your way – Church members or individual pastors seeking
* Obtain resumes and/or Minister’s Info File
* Contact candidates-send out info packets
* Handling of resumes and response info

**Evaluation of Candidates**

* Utilize the critical selection criteria
* Pre-screening resumes
  + Initial review – has the skill sets and hold – or no longer interested
  + No Longer interested – Send letter thanking them for their resume – clear not interested
* Reference checking/ background check for candidate
* Telephone conversations/interview site
* Site visits
* Team should have an unanimous or virtually unanimous decision

**Invitation to candidate**

* Confidential
* Have a plan

**Presentation to congregation**

* Speak
* Lunch
* Town – Hall Meeting – ask questions
* Leadership/Elders meeting

**Voting**

* By-laws
* Timeline

**Welcome**

* See Handbook – Mission Possible