**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