

## DESIGNATED PASTOR PROCESS

### I. DEFINITION AND PURPOSE

- A. **Definition:** “A designated pastor is a minister of the Word and Sacrament approved by the committee on ministry to be elected for a term of not less than two nor more than four years by vote of the congregation. The relationship shall be established by the presbytery. The congregation and the minister both must volunteer to be considered for a designated term relationship. If there has been an open search process conducted by the committee on ministry and after **two** years of the designated pastor relationship, upon the concurrence of the committee on ministry, the designated pastor, and the session, acting in place of the pastor nominating committee for the single purpose of calling the designated pastor as pastor, a congregational meeting may be held to call the designated pastor as pastor.” (G-14.0501g.-BOO)
- B. **Purpose:** within the Presbytery of the James, the option of the designated pastor may be suggested to a Session when:
1. The congregation has been approved for a congregational redevelopment probe or some other church development arrangement.
  2. The Congregation has experienced conflict.
  3. The Committee on Ministry determines that due to the particular circumstances of the congregation, a designated pastor may be a good option.

### II. STEPS IN THE PROCESS

- A. **Initial Meeting:** Representatives from the COM, and when appropriate the Church Revitalization and Redevelopment Sub-committee, meet with the Session of the particular church to explore the option of a designated pastor. The Session of the church decides whether to pursue the option.
- B. **Developing and Approving the Proposal:** The Session appoints a task force to develop a proposal for the designated pastor. The plan for the designated pastor must include the position description, terms of call, term limit and evaluation process for the pastor.
1. If it is a redevelopment situation, the CRR (Church Revitalization and Redevelopment) liaison will serve as a resource person to help the task force develop a redevelopment plan and position description for the designated pastor.
  2. In other situations the COM liaison will work with the task force to develop the plan for the designated pastor.
  3. The plan is submitted to the Session for approval.
  4. The plan is submitted to the CRR (When appropriate) and COM for approval.
  5. The plan is submitted to the congregation for approval.
- C. **Election of the Pastor Nominating Committee:** After approval, the congregation elects its Pastor Nominating Committee. In Church Redevelopment situations the CRR liaison may, at the discretion of the committees, serve as a member of the PNC. The PNC is trained by the COM liaison and the General Presbyter. The PNC will develop criteria for evaluating PIF's.
- D. **Search Process and Call:** The COM (and where appropriate the CRR) liaisons meet with the General Presbyter to screen names to be presented to the PNC. Upon receiving the names and PIF's, the PNC proceeds with the search process and call as specified by the COM.
- E. **In redevelopment situations,** the COM and CRR liaisons will continue to meet at least quarterly with the Session to review and support the redevelopment process.
- F. **Review and Evaluation:** The designated pastor relationship shall be reviewed annually by the Session, pastor, and the COM (and where appropriate the CRR) liaisons. Six months before the end of the designated pastor's term, the COM (and where appropriate the CRR) liaisons meet with the Session and designated pastor, to evaluate the designated pastor position and make a recommendation to the congregation.