

## **The Interim Process: Milestones Along the Path**

**Bold Print** indicates major milestones. ☑ indicates completed tasks.

- ☑ **Announcement of Retirement of Senior Pastor**
- ☑ Transition Team put in place
- ☑ **Retirement of former Pastor, Head of Staff (May, 2013)**
- ☑ Interim Pastor Search Committee interviews candidates (June-August, 2013)
- ☑ Interim Pastor (Mark Diehl) hired (August, 2013)
- ☑ **Interim Pastor joins the community at FPC (September, 2013)**
- ☑ Interim building relationships and addressing immediate issues (Fall programs, Stewardship, Budgeting, Advent/Christmas (Sept-Dec 2013)
- ☑ **Recruitment and approval of two interim committees: “History-to-Our-Story” Team, Mission Study Committee (Jan-Feb 2014)**
- ☐ “History-to Our-Story” Team (HOST) plans, enacts, and engages the congregation in the history of FPC up to the present time
- ☐ Mission Study Committee (MSC) plans its approach to create a mission study process and formulate mission and vision statements for the congregation
- ☐ Mission Study Committee (MSC) interviews community leaders about perceptions of FPC by the community
- ☐ Mission Study Committee (MSC) compiles community demographics and congregational statistics
- ☐ Mission Study Committee (MSC) plans congregational survey, focus groups, and facilitator training
- ☐ **Mission Study Committee (MSC) receives congregational input regarding needs, opportunities, challenges, hopes, mission directions**
- ☐ Mission Study Committee (MSC) analyzes congregational survey results
- ☐ Mission Study Committee (MSC) develops a vision statement and completes a mission study report based on all the input received and the discernment of the MSC.

- Mission Study Committee (MSC) presents its mission study report to FPC Session for approval or revision, and then presents the Session-approved Mission Study Report to the Committee on Ministry (New Hope Presbytery) for its approval**
- Mission Study Committee (MSC) presents the finalized Mission Study Report to the congregation
- The Committee on Ministry of New Hope Presbytery authorizes FPC to nominate and elect a Pastor Nominating Committee (PNC)**
- The Session authorizes a Nominating Committee to propose a representative slate to the congregation for election to the Pastor Nominating Committee (PNC)
- The Pastor Nominating Committee (PNC) is elected**
- The PNC is trained and completes its process of writing a “Church Information Form” that becomes the basis for candidates’ interest in the position at FPC. The data for the “Church Information Form” is found in the Mission Study Report.
- The Interim and the Session assess Manual of Operations processes, staffing issues, and committee structures for effectiveness and improvements
- The PNC begins receiving “Personal Information Forms” from clergy candidates and starts the process of discerning appropriate candidates
- The PNC narrows its candidates list; it begins interviews, checking references, and listening to sermons
- The PNC brings its short list of candidates for site visits
- The PNC selects one candidate and determines that person’s willingness to be called**
- The PNC presents its candidate for approval by the Committee on Ministry of New Hope Presbytery.
- Presbytery’s approved candidate is presented to the congregation at a called congregational meeting by the PNC. The congregation elects its next pastor. The Interim Pastor plans his/her departure.**
- The pastor-elect moves to FPC and is installed as its next pastor, head of staff**