

**Grace Transition Timeline – proposed – Oct. 4, 2009
(this preliminary document was distributed at the congregational meeting)**

Oct 3, 2009 Develop the preliminary process, immediate timeline and a list of questions and answers (FAQs).

Oct 13, 2009 Identify and establish a transitional team. The team will be comprised of two to three council members and four or five others from the congregation representing a cross-section of our community (age, gender, years at Grace, etc.).

Nov-Dec 2009 Pastor Jed will lead the activities of the church and maintain continuity until the interim “lead” is in place.

January 2010 By the end of January have an interim pastor in place, along with clearly specified descriptions of the roles of interim lead, associate, and staff positions.

Frequently Asked Questions (FAQ)

1. What is the purpose of the interim process? To give us time as a congregation to discern who we are, who we want to be and where we believe God wants us to go. Scot has been at Grace for 17 years and his influence has been valuable and shaped who Grace is. We now believe we should take time to assess who God has called Grace to be apart from Scot, and what staff, pastor(s), and gift mix God wants us to have.
2. How will this process impact our mission, vision, and strategic plan? We feel strongly that God has guided our church into the development of our mission and vision, and we will use these as a starting point to evaluate where the church is at, and what steps need to be taken in order to ensure that our mission and vision continue to guide us in the years ahead. We will continue to pursue the three strategic focus areas of evangelism, discipleship, and ministry team development throughout the transition process.
3. How will people’s voices be heard? A number of opportunities will be provided for congregational input. (1) The first hour of council meetings will be designed to pray together and solicit feedback from the congregation (2) As always, council members are available for friends and members of the congregation to contact them and discuss any aspect of the transition process (3) Congregational meetings will be held, both the usual November, January, and August meetings, as well as additional meetings as necessary. These will provide a way both to seek God together, as well as share in dialogue about our direction. (4) A transition team made up of 2-3 council members along with members of the congregation will be formed to seek input from the congregation and advise the council as we move forward.
4. What will be the role of the interim pastor? In addition to sharing in the preaching and congregational care, the interim pastor will advise and help the church in assessing who we are as a church and defining our pastoral and staff needs as we look to the future. We would like them to provide seasoned wisdom from life experience, a fresh perspective and an objective voice for our process. Another of the primary tasks of the interim pastor will be to participate with the council,

associate pastor and church staff in assuring that our mission and vision are being realized at Grace. The interim pastor should not be a potential candidate for the final pastoral position.

5. What about Jed? Jed will continue to serve in all of his current responsibilities as associate pastor (see attached Associate Pastor's Job Description), both now and during the transition period until the final selection process is complete. In addition he will be responsible for Sunday worship services and regular congregational care through the end-of-year season until the interim pastor is in place, at which time a sharing of the those responsibilities will begin. It is highly likely that Jed will be considered as a candidate for the final Lead Pastor position. For two primary reasons we do not feel it wise for Jed to serve as the interim pastor: (1) Jed's leadership in his role as associate pastor has been very valuable to Grace, and will provide important continuity during the transition period (2) Jed will likely be considered as a candidate for the lead pastor position. Since one of the goals of the interim pastor will be to guide us in determining what our needs for a lead pastor are, it would be a conflict of interest for Jed to plan on serving in both these roles.

6. What will be the role of the transition team? Their role, in consultation with Covenant resource Alan Forsman (see FAQ 11) will be to (1) determine the specific requirements regarding an interim pastor, (2) suggest an interim pastor to the council, (3) guide the process of assessment and seeking God's direction, and (4) make recommendations regarding the formation of a search committee (see FAQ 8).

7. Who will decide on the interim pastor? The council, based on the input from the transition team.

8. How will we decide on a new lead pastor? A transition team will be established to assess the current needs of the church as we pursue our mission and vision. The team will collect input from and information about the congregation, as well as assess the needs of the surrounding community. They will then advise the council on the pastoral and staff needs of the church that should be in place in order to move forward into the future that God has for us. Taking these efforts into consideration, a search committee will be formed to seek candidates for the lead pastor position. The search committee will recommend a candidate to the congregation.

9. How will we pay for this and how much will it cost? Due to the reduction in costs associated with Scot's position in November and December, there will not be a significant financial impact in 2009. Costs associated with the search for an interim pastor and additional staff or preaching that may be necessary to assist Jed in 2009 will be minimal. 2010 needs will be assessed as a part of the 2010 budget planning process, and will include interim pastor salary, communication and feedback tools, and costs associated with the lead pastor search process.

10. What roles will staff have in the interim? All current staff will continue as currently, without foreseen change. Additional staff or hours for existing staff may be necessary, especially for November and December 2009 while Jed takes on extra responsibilities. The transition team will seek their input as appropriate in the process.

11. How will the denomination help? We are currently in contact with Alan Forsman, a consultant from the Evangelical Covenant Denomination. Alan has a lot of experience helping churches in transition. He has given us some initial guidance, and will be coming to talk with the council and transition team on October 29, 2009. The denomination will also provide a pool of candidates that we can pull from for interim and lead pastors, although we are not required to select from these pools.

12. How long will this take? We anticipate this process taking between 12 and 18 months starting in November 2009. This is the typical duration for a church of our size and age. November and December will be the beginning of the transition as we seek God's will for an interim pastor. Starting in January we will have an interim pastor in place and begin the process of discerning God's direction for our church, using the mission and vision as a starting place.

13. How can I help?

- Pray! Please pray for your leadership during this time. Come to the council meetings and pray with the council. Pray for council members and their families individually during this transitional time. Pray for the pastors and staff as they adjust to some challenging changes. And pray for Scot, that God will establish the work of his hands in his new position.

- Provide feedback to the council and transition team. Contact them with your concerns and comments, and encourage them when you think they are doing well. Specific opportunities to provide feedback will be provided, but feel free to contact members of these two teams at any time.

- Work at establishing a spirit of unity in our congregation. Disagreements are a natural and healthy part of this process, but need not lead to dissension. Assume that everyone is interested in how we can best serve in God's kingdom as a church, and "work at living in peace with everyone (Heb. 12:14a NLT)."

Associate Pastor – Jed's Current Job Description

Preaching (20%) – Assisting Lead Pastor in crafting preaching schedule and preaching one to two times per month.

Student Ministries (20%)

- Provide vision and direction to ministry.
- Direct supervision of GSM director and loose supervision of volunteer GSM staff.
- Oversee planning and execution of GSM events.
- Attend and participate in selected GSM events.
- Oversee GSM budget.

Grace Staff (20%)

- Direct supervision to Melissa (GSM), Sandie (office) and Mel and Lucy (Children Ministry).
- Lead weekly staff meetings.
- Meet weekly with both Sandie and Melissa.
- Meet bi-weekly with Mel and Lucy.

Pastoral Care (10%) – Share in the care and counseling provided to the congregation.

Worship (20%)

- Establish vision and direction in concert with the worship committee.
- Plan and participate in leadership of weekly worship services.
- Recruit, train and encourage Worship Team and Tech Team; and oversee their scheduling.
- Oversee Worship Committee.
- Oversee Worship budget and purchase and maintenance of musical equipment.

Leadership (10%)

- Ex-officio member of the council
- Provide support and encouragement to the Nominating Committee, Stewardship Committee, Worship Committee and Women Ministries.