

Christ the Vine Lutheran Church
2023 Pastoral Call Committee
Guidelines and Scope of Responsibility

- Call Committee members will prayerfully consider their nomination from the Board of Elders to serve as a member of the Pastoral Call Committee. The Committee will be announced at the Special Voters Meeting.
- Call Committee members will participate in the completion of the Congregational Self Study, and think deeply about why has God put Christ the Vine in this community.
- The Call Committee will Invite Members of the Congregation to complete Nomination of Pastor for Consideration Forms.
- A list of potential Pastoral Candidates and information will be received from the District President's Office. Call Committee members will assist with the publicizing of potential Pastoral Candidates and the deadline for objections to be registered confidentially with either the Circuit Visitor or the Call Committee Chairperson(s).
- Call Committee members will assist with the preparation of a congregational informational sheet for Pastoral Candidates with Christ the Vine website address, leadership contacts, and other ministry connections/community connections to assist him in knowing more about our congregation, ministry and setting. They will also gather brochures, pamphlets, and detailed information on the programs and mission of our congregation. (Let him see the personality of our members.)
- The Call Committee will narrow the list of potential Pastoral Candidates, finalize interview questions and conduct interviews telephonically or via Zoom (or similar platform).
- After the Call Committee has conducted interviews, they will determine which Pastoral Candidates should be invited to visit Christ the Vine and the community. This gives Pastoral Candidates the chance to meet Christ the Vine Church and School staff, tour our facilities, experience the community, and interact with congregation members. It is also a chance for the Call Committee and Congregation to really get to know the Candidates better. They will publish the names of candidates who will visit and their biographical information before they arrive. They will actively assist the Call Committee Chairs with the organization of, hosting and communication about the Pastoral Candidate Visits. The Call Committee may also elect to only invite the Pastor to whom they intend to issue or have issued a Call.

- With the Circuit Visitor and Board of Elders, Call Committee members will determine the process for making a decision on if and to whom a Pastoral Call should be extended. The Congregation will be presented with the Call Committee's recommendation for a vote at a Call Meeting. The Call Committee Chairs will collaborate with the Circuit Visitor, Personnel Director, Board of Elders, Stewardship Board and the Parish Planning Council to determine the financial and benefits package to be offered.
- If multiple Pastoral Candidates are invited to visit the congregation and the first Pastoral Candidate declines the call, the Call Committee will determine if other candidates who visited the congregation should be extended a call.
- If no calls are accepted by any from the current pool of candidates, the Call Committee will request additional names from the District Office. If additional names are requested from the District Office, the Call Committee will determine whether or not there will be another open nomination period for the congregation.
- Once our new Pastor has accepted our Call, the Call Committee will actively assist in the gathering of mailed materials to facilitate his relocation (if necessary) along with planning his Installation and creating an orientation calendar of events for the congregation and community.

Timeline:

- If the Congregation chooses to have a Vacancy Pastor, the Call Committee will be announced at the Special Voters Meeting with our Circuit Visitor.
- Work on the Congregational Self Study will commence in earnest immediately following the Special Voters Meeting.
- Term of anticipated service for Call Committee Members is anticipated to be approximately 1 year. A meeting schedule will be determined at the initial meeting of the Call Committee.