

Local Church Pastoral Search Procedure



Some aspects of this procedure may be adapted due to unique circumstances of the local church

1. Assess & pray over the church's current ministries, needs, and future potential.
2. Create an interim plan for pastoral & worship leadership until a new pastor is selected.
3. Conduct strategic dialog sessions with Church Leadership Board and District Superintendent:
 - a. Create a summary of pastoral expectations & leadership needs of the congregation
 - b. Create a list of potential candidates from research and submitted names
 - c. Consider the following special circumstances in the Manual (Nazarene Manual 2017-2021):
 - **115.** *Any elder or licensed minister with membership in the local church where a search is taking place must be approved by the District Advisory Board to be considered as a viable candidate.*
 - **159.5.** *When a pastor resigns, any associates must also resign; the local church board may request that the District Superintendent approve the continued service of any or all associates. Approval, if granted, can continue up to 90 days after the new pastor assumes duties or until the new pastor nominates any paid associates in harmony with Manual paragraph 159.*
 - **212-212.1.** *An "Interim" or "Supply" Pastor may be appointed by the District Superintendent.*
 - **117-117.1.** *In a church with less than 35 official members a pastor is appointed by the District Superintendent in cooperation with the recommendation of the Church leadership.*
4. Review the following with the Church Leadership Board:
 - a. Denominational minister profile of candidate(s) – provided by D.S.
 - b. Individual Resumes, "Pastoral Search Profile" and candidate references – requested by D.S.
5. Conduct dialog with viable candidate(s) with D.S./Church Leadership Board (phone, SKYPE, etc.).
6. Visit potential candidate(s) on location or online when feasible or applicable.
7. Schedule personal interview & community visit of viable candidate(s) with local church.
8. Establish priority order of viable candidates by D.S./Church Leadership Board.
9. Approve financial compensation and agreement of expectations of candidate.
10. Recommend one candidate by 2/3 vote of Church Leadership Board for a Church member vote.
11. Request candidate's consent/approval for Church vote to be held.
12. A pending congregational vote is announced for two Sundays, after which the Church membership votes (on the third Sunday) and must affirm the church Leadership Board recommendation by 2/3.
13. Candidate is given up to 15 days to respond to an affirmative vote.
14. Official installation of a new pastor is scheduled upon acceptance of a Church vote.
15. As soon as feasible after installation, the church board and the pastor should clearly communicate their goals and expectations to each other in writing. (**Manual 115.2, 122, 129.3-29.4**)

► For complete documentation see: "The Calling of a Pastor" / Church of the Nazarene Manual (2017-2021), paragraphs 115-121.1