

EXIT INTERVIEW

- Ordinarily, the Exit Interview is arranged by the General Presbyter.
- The Exit Interview may take place at the Presbytery office or at another place convenient for the participants.
- Suggested questions for the interview:
 - What are some of the joys of your ministry in this place?
 - As you look back on your ministry here, how has the community of faith that called you changed?
 - And how have you changed?
 - What, in your opinion, are the major issues/challenges/weaknesses facing the church (or other institution) as you leave?
 - What have been your major frustrations in the course of your ministry here?
 - What are the two or three things you would like to say to your successor in this position?
 - Is there anything you would like to say about your experience as a member of Albany Presbytery?
- The interview team will select a clerk to submit a **written report** to the Committee on Ministry through the Presbytery office.

EXIT INTERVIEW FORM INTERIM PASTOR

1. What is it about your ministry with this congregation that has given you satisfaction; been dissatisfying or disappointing?
2. What power shifts have occurred? (e.g., Who are in and who are out in terms of decision making, influence, etc.)
3. In what ways has this congregation reviewed/renewed/changed its denominational affiliation? Is it closer to Presbytery/Synod/General Assembly?
4. In what ways has the congregation prepared for new leadership? How is it prepared to accept a person with a different approach, style, and perspective from the previous pastor?
5. What issues or problems have not been addressed? To what extent do these continue to affect the congregation? How might Presbytery intervene? What problems should the new pastor address immediately or soon after beginning his/her ministry?
6. If you were following you, what do you wish someone would tell you about this congregation before you accept this call to this congregation? After you accepted this call...? Are there any "land mines" about which a new pastor should be informed?
7. What regrets do you have about your ministry with this congregation?

Suggestions:

When employment agreements are finalized, the interim pastor should receive a copy of the exit interview of the former pastor and other pertinent information or material from the Committee on Ministry.

In the first month: The General Presbyter and/or chair of the Committee on Ministry should make a personal contact with the interim pastor to answer questions about the presbytery, share insights, etc.

At three months: The chair of the Committee on Ministry should contact the interim pastor to inquire about how things are going. If in consultation with the chair of the Committee on Ministry it is determined that there are significant problems, the interim pastor should prepare a written report for the Committee on Ministry.

At nine months: A representative of the Committee on Ministry should contact the interim pastor to inquire if it is his/her evaluation that the congregation is now ready to begin a search for a pastor.

The incoming pastor should receive a copy of the interim pastor exit interview report.

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