

## COMMUNITIES OF FAITH COMMISSION: INTENTIONAL INTERIM MINISTRY COMMITTEE POLICY

This policy outlines the purpose, accountability, authority, membership and responsibilities of the Intentional Interim Ministry Committee and the relationship with the Communities of Faith Commission.

Date Approved: February 28, 2019 Updated: December 16, 2020 Updated: February 16, 2022	Review by Communities of Faith Commission date:
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### **PURPOSE**

The Intentional Interim Ministry Committee will be a committee where expertise is gathered, best practices and knowledge retained and integrated into our intentional interim ministry. The committee will provide support and oversight to communities while they are engaged in Intentional Interim Ministry and will make recommendations to the Communities of Faith Commission as required.

### **ACCOUNTABILITY**

The Intentional Interim Ministry Committee is accountable to the Communities of Faith Commission

### **AUTHORITY**

The committee will make recommendations to the Communities of Faith Commission with respect to Intentional Interim Ministries.

The committee will report to the Community of Faith Commission. In doing their work, the committee will be guided by resources provided by the General Council, in particular **Intentional Interim Ministry: Resource for Regional Council**

### **MEMBERSHIP**

A committee of six (6) individuals, open to any lay member with experience in interim ministry and/or Human Resources management skills, crisis management, transition and other transferable skills, and open to any ministry personnel who is an Intentional Interim Minister and/or has experience and skills that would be helpful for the committee.

### **QUORUM:**

The quorum will be 50% plus one, with at least one ordered minister and one lay member

### **TERMS OF OFFICE**

The members will be elected by the Regional Council with staggered terms.

The term will be for three years with a renewal for one term. After a one-year hiatus, an individual may be elected again.

### **MEETINGS**

The Committee will meet in person or by electronic or other means at least quarterly, or more frequently as needed.

## **RESPONSIBILITIES DELEGATED TO THE INTENTIONAL INTERIM MINISTRY COMMITTEE:**

1. When a community of faith requests an Intentional Interim Ministry, the Intentional Interim Ministry Committee will make a recommendation to the Communities of Faith Commission regarding the approval of the request, the length of the Intentional Interim Ministry and the appointment of someone to serve as a regional representative to the transition team.
2. The Committee will
  - a) receive the goals of the Intentional Interim Ministry and recommend their approval to the Communities of Faith Commission
  - b) communicate regularly with the regional representatives appointed to transition teams
  - c) receive mid-term and final reports and make a recommendation to the Communities of Faith Commission regarding the conclusion or extension of an Intentional Interim Ministry
  - c) receive evaluation reports and forward to the Office of Vocation
3. When an Intentional Interim Ministry is the result of a listening team, review or other process mandated by the Communities of Faith Commission, the Committee will
  - a) receive the direction of the Commission regarding length of the Intentional Interim Ministry, any mandated goals and any other recommendations related to the Intentional Interim Ministry
  - b) make a recommendation to the Commission regarding approval of any additional goals from the community of faith and the appointment of someone to serve as the regional representative to the transition team
  - c) communicate regularly with the regional representatives appointed to transition teams
  - d) receive mid-term and final reports and make a recommendation to the Communities of Faith Commission regarding the conclusion or extension of an Intentional Interim Ministry
  - e) receive evaluation reports and forward to the Office of Vocation
4. The Committee will appoint two representatives for Exit Interviews with Interim Ministers, one of whom may be a regional staff person. This exit interview will be overseen by the Office of Vocation minister.

## **STAFF SUPPORT**

The Staff Lead and/or their designate, in consultation with the Pastoral Relations Ministers, will provide support to the Committee.