

**CALVARY ASSEMBLY OF GOD
TOLEDO, OHIO**

CONTINGENCY PLAN

(In the event of a vacancy in the office of Senior Pastor)

I. THE PREMISE

- A. While the Scriptures admonish us to *“run with perseverance the race marked out for us” (Hebrews 12:1c)*, none of us know how long that race will last.
- B. There may be, in the future of Calvary Assembly of God, an **unexpected**, unplanned vacancy in the office of the Senior Pastor. It seems prudent that the Deacon Board give thoughtful and prayerful consideration to a plan that can be implemented should that situation arise.
- C. The Scriptures teach that while the Lord gives victory in every situation, we should do our best to prayerfully plan and prepare for the future.
 - 1. *“The horse is made ready for the day of battle, but victory rests with the Lord.” (Proverbs 21:31)*
 - 2. *“In his heart a man plans his course, but the Lord determines his steps.” (Proverbs 16:9)*

II. THE PLAN

- A. In the event of the *sudden death* of the Senior Pastor:
 - 1. The Vice-Chairman of the Deacon Board immediately becomes the **temporary** chairman of the Deacon Board.
 - a. This individual will be the spokesman or appoint a spokesman on behalf of the Deacon Board to the congregation, the pastoral and support team, the media, and any other entities with whom the communication is necessary. (Regular updates are both helpful and necessary to assure continued unity and high morale).
 - b. This individual will lead the Deacon Board in providing spiritual leadership and encouragement to the congregation and pastoral team (i.e. calling for, and leading prayer meetings, helping the church to keep their eyes focused on our eternal Leader and Lord.)
 - c. Seek spiritual and practical guidance from District leadership.

- d. Appoint a pastoral search committee.
 - e. The Deacon Board may wish to consider an “**interim**” Senior Pastor.
 - f. Work closely with the Pastoral Team to assure the pulpit is filled (Sunday, Wednesday).
 - g. Give attention to the spiritual, emotional, and financial needs of the Pastor’s wife and children.
2. The Deacon Board will select a staff pastor, business administrator, or interim pastor to provide day-to-day leadership for the ministry of the church.
- a. He will work closely with the Pastoral Team.
 - b. He will regularly (at least weekly) communicate with the temporary chairman of the Deacon Board.
 - c. He will see that the temporary chairman of the Deacon Board has the administrative and logistical support necessary to carry out his responsibilities.

B. In the event of the ***long-term illness*** of the Senior Pastor.

1. The Senior Pastor is mentally alert, but physically unable to preach and/or actively lead the church day to day.
- a. The Deacon Board may appoint an “**interim**” Senior Pastor.
 - (1) In consultation with the Senior Pastor and National and District leadership.
 - (2) This “**interim**” would sign an agreement indicating that in the event the Senior Pastor would die, resign, or be terminated, he would not allow himself to be considered for the office of Senior Pastor, unless invited to candidate by the Deacon Board.
 - b. The Deacon Board would need to determine how long the Senior Pastor is retained while unable to preach and/or lead.
 - (1) In dialogue with the Senior Pastor and his wife.
 - (2) In consultation with physicians and national and district leadership.

- c. Should the pastor recover and be able to resume leadership, he and the Deacon Board would work together to determine the timing of his transitioning back into the day to day leadership.
 - d. Should the Pastor not recover from his illness, the pastoral search would begin.
2. The Senior Pastor is alive but **physically** and **mentally** unable to preach and/or actively lead the church.
- a. The Vice-Chairman of the Deacon Board immediately becomes the temporary Chairman of the Deacon Board.
 - (1) This individual will be the spokesman or appoint a spokesman to the congregation, the pastoral and support team, the media, and any other entities with whom communication is necessary to assure continued unity and high morale).
 - (2) This individual will lead the Deacon Board in providing spiritual leadership and encouragement to the congregation and pastoral team (i.e., calling for, and leading prayer meetings; helping the church to keep their eyes focused on our Eternal Leader and Lord).
 - (3) Seek spiritual and practical guidance from District leadership.
 - (4) The Deacon Board may wish to consider an “**interim**” Senior Pastor.
 - (5) Work closely with the Pastoral Team to assure the pulpit is filled (Sunday, Wednesday).
 - (6) Give attention to the spiritual, emotional, and financial needs of the Pastor’s wife and children.
 - (7) Determine how long the Senior Pastor is retained while unable to preach and/or lead.
 - (a) In dialogue with the Senior Pastor and his wife.
 - (b) In consultation with physicians and District leadership.
 - (8) Should the pastor recover and be able to resume leadership, he and the Deacon Board would work together to determine the timing of his transitioning back in to the day to day leadership.

- (9) At the point at which the Pastor dies, resigns, or is terminated, he will appoint a pastoral search team.
 - b. The Deacon Board will select a pastor or business administrator to provide day-to-day leadership for the ministry of the church.
 - (1) He will work closely with the pastoral team.
 - (2) He will regularly (at least weekly) communicate with the temporary chairman of the Deacon Board.
 - (3) He will see that the temporary chairman of the Deacon Board has the administrative and logistical support necessary to carry out his responsibilities.
- C. In the event of a **moral** or **ethical failure** by the Senior Pastor which would result in resignation and/or termination.
- 1. The Vice-Chairman of the Deacon Board immediately becomes the temporary Chairman of the Deacon Board.
 - a. This individual will lead the Deacon Board and the congregation in the beginning stages of recovery resulting from the Pastor's failure.
 - (1) If the offending Senior Pastor has a repentant and humble spirit, allowing him to publicly confess his sin and seek forgiveness may be helpful and healing to both the pastor and the congregation. This is at the discretion of District leadership and the Deacon Board.
 - (2) It would be important to stress to the congregation and the offending Pastor that while forgiveness is sought and granted, it is necessary for the Pastor to be spiritually restored. Thus, he must resign or be terminated.
 - b. This individual may be the spokesman or appoint a spokesman for the Deacon Board to the congregation, the pastoral and support team, the media, and any other entities with whom communication is necessary. (Regular updates are both helpful and necessary to assure continued unity and high morale).
 - c. This individual will lead the Deacon Board in providing spiritual leadership and encouragement to the congregation and pastoral team (i.e., calling for, and leading prayer meetings; helping the church to keep their eyes focused on our eternal Leader and Lord).

- d. Seek spiritual and practical guidance from district leadership and from other churches that have gone through the same painful situation.
 - e. The Deacon Board may wish to consider an “**interim**” Senior Pastor.
 - f. Work closely with the business administrator and pastoral team to assure the pulpit is filled (Sunday, Wednesday).
 - g. Be aware of the spiritual, emotional, and financial needs of the pastor’s wife and children.
2. The Deacon Board will select a pastor, business administrator, or pastoral team member to provide day-to-day leadership for the ministry of the church.
- a. He will work closely with the pastoral team.
 - b. He will regularly (at least weekly) communicate with the temporary chairman of the Deacon Board.
 - c. He will see that the temporary chairman of the Deacon Board has the administrative and logistical support necessary to carry out his responsibilities.

III. THE PREROGATIVE

- A. While the above plan will serve as a guide, it is understood that the Deacon Board, led by the Holy Spirit and receiving Godly counsel, has the prerogative of changing this plan as they deem necessary.
- B. It would be helpful for the Deacon Board to review (and update, if necessary) this plan once a year, at the same meeting in which it selects its Vice-chairman.