**EXIT INTERVIEW**

The exit interview is conducted by a member of the bishop’s staff in the presence of the Congregation Council. Questions and/or reflections from council members are encouraged after the rostered minister has answered the interviewer’s questions.

Rostered Minister’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Congregation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Interview: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Interviewer’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. As you reflect on your ministry here the past \_\_\_ years, how has this congregation changed from when you first began your ministry here?
2. What areas have ministry have given you the greatest sense of satisfaction and fulfillment during your time here?
3. What areas of ministry have given you the most challenge while serving here?
4. From your perspective, describe the congregation’s greatest strengths and greatest growth areas.
5. What ministry goals do you believe will be most important for this congregation to focus on in the next five years?
6. Are the records of the congregation up to date? Do you have any outstanding financial obligations to the congregation or they to you?
7. What can this congregation do to be helpful to you (and your family) in your transition?

**Synod Constitution Provisions**

**+S14.1~~4~~.** Ministers of Word and Sacrament shall respect the integrity of the ministry of congregations which they do not serve and shall not exercise ministerial functions therein unless invited to do so by the pastor, or if there is no duly called pastor, then by the interim pastor in consultation with the Congregation Council.

**+S14. 21.** The parochial records of all baptisms, confirmations, marriages, burials, communicants, members received, members transferred or dismissed, members who have become inactive, or members excluded from the congregation shall be kept accurately and permanently. They shall remain the property of each congregation. At the time of the closure of a congregation, such records shall be sent to the regional archives. The secretary of the congregation shall attest to the bishop of this synod that such records have been placed in his/her hands in good order by a departing pastor before:

1. installation in another call, or

1. approval of a request for change in roster status.

**+S14.22.** The pastor shall make satisfactorysettlement of all financial obligations to a former congregation before:

1. installation in another call, or

1. approval of a request for change in roster status.

(revised August, 2022 mgh)