**LETTER OF AGREEMENT FOR BASIC INTERIM MINISTRY**

**Synodically Authorized Minister (SAM)**

In keeping with the constitution and bylaws of the Evangelical Lutheran Church in America, the Northern Illinois Synod, and this congregation, the following agreement for Interim Ministry is made:

in , Illinois

congregation city

agrees with Bishop Stacie Fidlar of the Northern Illinois Synod, ELCA,

in the appointment of

as a Synodically Authorized Minister

Name

from to

month, day, year month, day, year

**The Synodically Authorized Minister will provide oversight to the congregation & perform the following duties:**

* Leads weekly worship her/himself or arranges for pulpit supply.
* Attends congregation council meetings.
* Visits the hospitalized & shut-ins when requested.
* Performs other duties as negotiated by the congregation and the Synodically Authorized Minister.

**The Congregation will compensate the Synodically Authorized Minister in the following ways:**

* Reimburse for the following services:

+ One weekly worship service - $150.

+ Services requiring an additional trip (Saturday night, Sunday evening, etc.) - $50/service.

+ Leading adult forum, teaching confirmation, etc. - $50 each.

+ Presiding for funerals or other special services (such as Thanksgiving, Christmas, or Lent) -

$150/service.

+ Providing pastoral care for members - $35/hour.

* Reimburse mileage for all travel at the current IRS rate (62.5 cents/mile). This includes mileage to/from home to church, plus all visitations.

This interim agreement may be terminated by the congregation, the Synodically Authorized Minister, or the synod bishop upon a 30-day written notice, with any payment forfeited beyond that period.

**We have prayerfully considered all of the above and agree with what is written:**

President Date

Synodically Authorized Minister Date

Bishop or Bishop’s Representative Date

**Note:**

Please print, sign, scan & email to Ms. Julie Lewis, Executive Secretary to the Bishop at: [jlewis@nisynod.org](mailto:jlewis@nisynod.org) **or** send completed form to: Northern Illinois Synod, Augustana College – Sorensen Hall 322, 639 38th Street, Rock Island, IL 61201-2210.

Upon signature of the bishop or bishop’s representative, copies will be distributed by the synod office to the Synodically Authorized Minister and the president of the congregation.

(Updated: August, 2022)