

Calling a Pastor in a Time of Pastoral Vacancy

- Pastors, if taking a call or retiring, contact the CV to discuss issues of vacancy.
- Arrange a pre-call meeting held with district president or his appointee. The circuit visitor should be present if possible.
- Congregation duly appoints call committee if not specified by their constitution & by-laws.
- Circuit visitor works with Call Committee and should be aware of all Call Committee meetings and agendas.
- Conduct a congregational self-study. The self-study is available on the District website.
- Congregation opens self-nomination process and receives names of potential pastoral candidates from congregational members.
- Congregation sends in one completed self-study and self-nominations with candidate names to the district president. Once this information is received, the district president works on gathering information for the official call list.
- While the DP works on the call list, the Call Committee begins working on the questions to ask the potential candidates.
- The completed call list is sent to the circuit visitor and to the congregation.
- Circuit visitor requires Call Committee to have call documents completely filled out when it comes to the “short list” of candidates for the voters’ information.
- Complete call documents. Call documents are available from the District Office.
- Please make sure that the congregation sends a copy of the completed call documents (financial too!) to the District Office when they send the originals to the pastor being called.
- Study Scripture and pray through the call process, placing all confidence in the Holy Spirit.

Contact Information

- District President’s Office: Tami Lierz, Administrative Assistant, 785-357-4441 ext. 200 or tami@kslcms.org.
- Circuit Visitor – See the President’s Office webpage: <https://kslcms.org/presidents-office/vice-presidents-circuit-counselors/>
- Congregation Resources - See the President’s Office webpage: <https://kslcms.org/presidents-office/congregation-resources/>