



## **EXIT INTERVIEW QUESTIONS**

### *Committee on Ministers & Congregations*

Exit interviews are conducted for the Pastor, Associate, Co-Pastor, and Designated Pastors. The interview may take place during a Committee on Ministers & Congregations meeting, or it may be conducted by a liaison team or by Committee on Ministers & Congregations representatives at a place and time mutually agreeable prior to the departure of the minister. Please attempt to handle any details of the departure at a different meeting. Interviews should be in an informal and comfortable atmosphere, and be pastoral in nature. A report of the exit interview should be placed in the COM church file.

The following questions may serve as a guide:

1. What has been the high point of your ministry here?
2. What have been your concerns?
3. If you could begin this ministry again, what would you do differently?
4. What have you learned?
5. In what ways has the Presbytery been helpful to your ministry? Not helpful?
6. How would you describe the congregation's relationship to Presbytery? Positive and fruitful? Neutral and indifferent? Negative and resentful? Why?
7. How would you describe the present lay leadership?
8. How do you view the future of this congregation?
9. What issues and challenges continue to face the congregation you are leaving?
10. What goals do you think the Committee on Ministers & Congregations might have for working with the church or interim after you leave?
11. What are the things left that need to be done?
12. Is there anything else that the Committee on Ministers & Congregations needs to know?

The exit interview should include expressions of affirmation and thanksgiving for the ministry of the departing pastor. It is appropriate to offer prayer at the conclusion of the interview. One person should lead the exit interview although all may participate in asking the questions. Be sure one person takes detailed notes and writes the report.

*Updated 5/10/2019*