

Memorandum of Understanding and Agreement Between a Resigned Priest & Congregation

(Reference Policy No. 108)

Episcopal Diocese of the Rio Grande

This is a Memorandum of Agreement at the time of resignation/retirement between

The Rev. _____ and the congregation of _____ in _____ (city), _____ (state).

It is a clarification of the former priest's role in relationship to this congregation. It is to be shared throughout the congregation so that others may understand changes in responsibilities and can cooperate together as the congregation and former priest move into another phase of their respective lives.

1. The priest's resignation, effective _____, signifies his/her understanding that all pastoral and administrative duties in this congregation are terminated as of that date.
2. It is mutually understood that this termination of responsibilities applies also to the Interim period before another priest is called, since the congregation needs some time and space between priests to discover who they are now, where they want to go, and with what new leadership. It is agreed that the congregation's vestry or bishop's committee will make provision with the Office of the Bishop for interim pastoral leadership for the congregation.
3. The former priest agrees that he/she will not officiate or assist at any baptism, wedding, or funerals in this congregation. This is to prevent divided loyalties in the congregation and pressures on either the former for future priests or interim priests.
4. The former priest agrees that he/she will not continue to make pastoral visits on members of the congregation. Circumstances make it necessary for exception for limited involvement in the following instances:
 - a) _____
 - b) _____
5. The former priest agrees further that if attending this congregation in the future, it will only be as worshipper and participant with the permission of the current priest, and that he/she will neither say or listen to any uncomplimentary or critical remarks in social or other gatherings concerning the interim, past or future priests.
6. The former priest will not perform services (wedding, baptism, funeral, etc.) unless it is at the specific invitation and request of the current priest and vestry or bishop's committee (rather than any member of the congregation).
7. If, after at a minimum of two years, there is a desire on the part of the current priest to review any of the above items, the former priest pledges to accept the guidance and instruction of his or her successor and the vestry or bishop's committee about any participation in the life of _____ Episcopal Church.
8. The former priest will remove his/her vestments, equipment, books, and possessions by _____ (date). All items belonging to the congregation will remain in the congregation. Keys to the building will be returned to the church office no later than _____ (date).
9. The former priest will continue serving in the community only in the following capacities:
 - a) _____
 - b) _____

Retired Priest: _____ Date: _____
Print Name Signature

Senior/Bishop's Warden: _____ Date: _____
Print Name Signature

Bishop: _____ Date: _____
Print Name Signature