



---PROPOSED---

OREGON

SOUTHWEST IDAHO

REGIONAL MINISTER

TRANSITION PLAN

To be Discussed February 2022
Regional Board Meeting

Eric Eide
Vice Moderator Elect
February 4, 2023

Oregon Southwest Idaho Regional Minister Transition Plan

Before
Doug
and
Cathy's
retirement

- Form a Regional Transition Team- **Executive Committee forms** it and **Board approval**
- Review with **Doug and Cathy** current duties and responsibilities- **Personnel** then to **Executive team** then to **Regional Board**
- Create a list with Doug and Cathy of regional duties critical in the interim period- **Personnel**
- Locate and review regional files- **Doug and Cathy**
- Create a regional profile- **Transition Team**- take to **board for ratification**
- Create proposed budget for Interim staffing plan- **Commission on Finance and Ministry** presents to **regional board** for approval
- Work to clean and organize regional space- **Cathy, Doug,** and Volunteers
- Make a list of groups and connect with all the regional groups- **Transition Team**
- Interview interim regional minister candidates- **Personnel Committee**
- **Personnel committee** makes interim regional minister candidate recommendation to regional board- requires 75% approval by **personnel** and **board**
- An Interim Regional Minister is called- **Regional Board**
- Exit interview with Doug and Cathy- **Personnel**
- Plan and provide a farewell celebration for Doug and Cathy-
- Prepare the office for Interim Regional Minister- (need to paint and recarpet)- **Property Committee** with **Regional Board approval** for expenditure

During the Interim Period

- Plan a welcome of Interim Regional Minister- **Transition Team** with Volunteers
- Work to maintain member retention and to strengthen connections between different groups and congregations in the region- **Transition Team** with **Interim Regional Minister** and Regional Elder support
- Help the region deal with its feelings and loss with changing staff- **Interim Regional Minister**
- Meet with **Interim Regional Minister** regularly to glean insights and needs of the region- **Personnel Committee**
- Acquire regional community input on region's needs- **Transition Team**
- Form a Regional Minister **Search Committee- Executive Committee** (At least 7 members, **2 from Personnel**)
- Create a regional profile- **Transition Team**
- Provide community building, listening, and information gathering events all over the region- **Transition Team**
- Relay information to regional search committee- **Transition Team** relays to search committee
- Work to ensure the maintaining of regional duties during the interim period- **Personnel** and **Interim Regional Minister**
- Work with **Interim Regional Minister** to connect with communities and groups across our region- **Regional Board**
- Allow insights from the **Interim Regional Minister** to shape our understanding of our region and its needs- **Regional Board**
- Offer gatherings to hear hopes and dreams for region. Engage community participation and planning through emails, meetings, phone calls, newsletters, and more- **Transition Team**
- Support and guide the search committee- **Interim Regional Minister and College of Regional Ministers** Consultant is Bill Spangler-Dunning, Regional Minister of VA.
- Work with **Interim Regional Minister** to put together any regional events or activities that are scheduled during the interim time- **Regular Program Committees and Staff**
- Work to strengthen bonds between congregations in our region- **Regional Elders** and **Regional Board Members**
- **Search Committee** will bring Regional Minister candidate to **Regional Board** for approval and adoption of letter of call.
- Celebrate and welcome the new Regional Minister- **Transition Team**

After the new Regional Minister arrives

- Help organize a welcome for new Regional Minister- **Transition Team** and **Regional Board**
- Help the new Regional Minister to connect with regional groups- **Regional Staff** and **Transition Team**
- Assist new Regional Minister with the transition of offices, housing, and ecumenical partners- **Transition Team**
- Coordinate with the regional board and the new Regional Minister on an installation of the new Regional Minister- Installation Committee with **1 to 2 members of Transition Team** and **1 to 2 members of Search Committee** (assisted by **Regional Staff**)
- Assist in making connections and introductions for new Regional Minister to congregations and the region- **Regional Staff** and **Regional Board**
- Provide support as needed to new Regional Minister in the first 6 to 12 months to ensure a smooth transition- **Transition Team** (meet 1 to 2 time)