



Sample Letters for Call Committee

Dear Pastor _____ ,

On behalf of the Call Committee, I want to thank you and _____ (spouse's name) for visiting with us as a beginning step toward consideration of a call to _____ Church. We were pleased with the openness and depth of our conversation. We felt that the evening was most productive.

If it is agreeable with you, we would like to leave your name on our call list with the understanding that we are still in the process of deciding on one primary candidate before we make our recommendation to the council. When we arrive at that point, we will be back in touch with you.

Please feel free to call me at anytime if you have questions or concerns. Again, thank you for spending time with us.

Cordially,

Call Committee Chair

cc: Bishop

Dear Pastor _____ ,

On behalf of the Call Committee, I want to thank you and _____ (spouse's name) for visiting with us as a first step toward consideration of a call at _____ Church. We appreciate your responses to our questions, and we were glad that you shared your concerns with us.

After considering the challenges and needs of _____ (congregation), in light of your strengths and interests, we feel that it would be best to continue our search for a pastor in other directions.

Again, we thank you for your time and interest. Our prayers are with you in your ministry.

Cordially,

Call Committee Chair

cc: Bishop