

We are here:



1 - Prayer and fasting – devote times as individuals and together as an elder team to consistently seek the Lord’s wisdom, direction, and guidance throughout this transition process.



Text-Box Color Key

- Completed (Green box)
- In Progress (Blue box)
- Not yet started (Grey box)

1. Review the overall timeline and identify elder & lay members for each sub-committee to complete all elements of this transition process.

3. Share insights and lessons learned from our **interviews with other churches**

4. Initial Recruitment Planning
- Review key points regarding Recruitment from the book “Next”.
- Investigate potential outside recruiters (such as Vanderbloemen or Slingshot)

5. Determine and approve Bill’s level of involvement at the conclusion of the recruitment.
- Bill’s ongoing role as a member of the RHCC family.
- Bill’s role as a mentor and soul-care partner for the new lead pastor.
- What parameters, timelines, and agreements may be needed to make this a healthy transition?

6a. Conduct in-depth assessment of desired leadership profile from staff
- Get input on where they see the church now and in the future. What profile of a leader are they looking for for the next 5, 10, 20 years?
- Evaluate how key internal staff might see their roles

6b. Gather feedback from lay leaders about their desired qualities and attributes in the next lead pastor.

7. Elders: Refine our Vision Statement & Determine Leadership Requirements:
- Review and refine RHCC’s Vision for the next 5-10 years as a prelude to forecast the church’s leadership needs for the years ahead.
- Focus (as an elder team) on where we want to go as a church and what we need in our next lead pastor.
- Develop criteria for external candidates. Create a list of measurable requirements, from a vital personal faith to particulars like how much pastoral experience they need to have, in what size church, and in what geographical area to guide our process.

8a. Review/Update Bylaws

8b. Review/Update HR Employee Manual in preparation for recruitment.

11. Finalize candidate criteria/Select Interview team
Sept: Work with selected external recruiter (Slingshot Group) on a detailed succession planning process in preparation for the recruitment launch.
Sept-Mar: Finalize Lead Pastor job specifications, requirements, desired attributes, CVI, gifting, etc.
Apr-May: Adjust and finalize the remaining process timeline; determine which staff and lay members will be included in the second and third phases of the interview process.

9. Communication:
- Create a communication team to plan and execute effective and timely communication regarding the transition process to the faith family in general, core members, ministry partners, and staff. Dedicate time on the monthly elder agenda for updates and discussion

10. Financial planning
- Determine budget and expense considerations for current fiscal year that may not have been contemplated in the current budget.
- Determine budget considerations for FY 2022-23 and FY2023-24.

12. Review and finalize the recruitment plan
- Partner with Slingshot Group to prepare for active recruitment launch.

13. Active Recruitment Begins
Sept: Officially post the job opening for a new lead pastor.
Oct/Nov/Dec: Recruiter works with RHCC to identify qualified candidates and recruiter interviews initial candidates.

14. RHCC Phase 1* Initial interview process with vetted candidates.
15. Phase 2 & 3* interviews with top 1 or 2 candidates.

*** Phase 1, 2, 3 interview explanation (Items 14 and 15):**
Phase 1: The Initial Interview Team (6 lay elders and 4 lay leaders) interviews candidates who have been vetted by the Slingshot Group. This phase ends when this team has identified 1 or 2 highly qualified candidates that they believe could be the next Lead Pastor.
Phase 2: Candidates who move on from Phase 1 are interviewed by the Leadership Team (key staff) and some additional lay leaders.
Phase 3: The leading candidate will make an onsite visit for final in-person interviews with staff, elders, and some lay leaders, and to observe the church. If the candidate and elders agree to proceed, this final candidate will then visit Rolling Hills again to teach during the Sunday Gatherings and to meet with faith family members. Lay elders then must vote unanimously before any job offer will

19. Create a team to handle responsibilities for appropriately honoring Bill and Kathy in the fall of 2024.

16. Top candidate(s) visit RHCC.

17. Bill works with elder chair and elder team

18a. New lead pastor accepts job offer;
18b. New lead pastor in place to begin the on-boarding and

6-month transition period

20. Conduct exit interviews with both Bill and Kathy Towne

21. Have an event to honor Bill and Kathy for their faithful service.

22. Dec 31, 2024: Bill officially steps down as lead pastor