

Exit Interview Sample Questions

Introduction:

An exit interview may be conducted as part of a presbytery's care for the clergy and pastoral charges within its bounds. The interview should take place as soon as possible after the presbytery has granted permission for the minister to leave the pastoral charge. The primary goal of the exit interview is to hear from the minister and session about business that should be dealt with before a call to another minister is pursued. These are generic questions. The exit interview may need to be shaped to address specific issues related to the exiting minister or the pastoral charge.

Questions for minister:

1. How did your ministry here compare with what you expected it to be?
2. How have the pastoral charge and its ministry changed since you began? To what do you attribute the change?
3. In your opinion, what are some of the highlights of your ministry here?
4. What ministries did you hope to accomplish but did not? Why do you think your vision for these ministries was not fulfilled?
5. What do you perceive to be the current strengths of this pastoral charge?
6. What do you perceive to be the greatest needs of this pastoral charge?
7. In your opinion, is the pastoral charge ready to proceed with a call to another minister?
8. How do you feel about your relationship with the pastoral charge as you prepare to leave?
9. What sort of pastoral gifts do you think the next minister should bring to this pastoral charge?
10. How might the working conditions be improved for the next minister?
11. How might the living conditions be improved for the next minister?
12. Are there any outstanding debts between the minister and the pastoral charge?
13. What would you want to tell the interim moderator appointed to this pastoral charge?
14. How will you step away from the pastoral charge to allow your successor's ministry be established?
15. What else would you like to share with the presbytery at this time?

Questions for the session:

1. What are some of the highlights of the life of this congregation during The Rev. _____'s ministry with you?
2. What ministries were not developed as you thought they would? Why was this vision for ministry not fulfilled?
3. If you could push a rewind button, what aspects of this past ministry would you develop differently?
4. What do you perceive to be the current strengths of this congregation?
5. What do you perceive to be the greatest needs of this congregation?
6. How is the spiritual health of the congregation?
7. How is the financial health of the congregation?
8. In your opinion, is the congregation ready to proceed with a call to another minister? Comment on your answer.
9. What sort of pastoral gifts do you think the next ministry should bring to this congregation?
10. How might the working conditions for the minister be improved?
11. How might the living conditions for the minister be improved?
12. How might the session be better prepared or trained to carry out its ministry?
13. Who would you like the presbytery to consider for interim moderator?
14. What else would you like to share with the presbytery at this time?