

WHAT'S NEXT

NEARING RETIREMENT



Nearing Retirement: What to Do

For Pastors that are considering or have retired

Retirement is a major life decision that takes preparation. For example, where will you be living? What will you be doing with your time? How much money will your pension give you?

01. Consider attending a pre-retirement workshop three to five years before you turn 65—even if you plan to stay in vocational ministry longer. The information you receive will benefit you.

02. When you know retirement is within one year, refer to:

- [Toward the Next Chapter](#)
- Retirement material available from our Employee Assistance Program.
- Retirement information from your pension holder, Sun Life. Sun Life also offers sessions with a retirement counselor as part of your benefits.
- Refer to and contact the Canadian Baptist Pension office for guidance at <https://cbbenefits.ca/retirement>, or email lortiz@cbbenefits.ca

03. When you are ready to give your notice to the church:

- Contact CBOQ: Talk with Marc Potvin, CBOQ's [Pastoral Leaders Development Associate](#)
- When giving your notice of resignation, allow sufficient time before it takes effect—but not too long! CBOQ recommends between three to six months notice, not more.
- Let people express their emotions. Expect people to grieve.
- Set your church up for future success:
 - Review the current mission and vision with your leadership: What has been accomplished? What is left to be done?
 - Give the leadership the tools it needs to do a proper assessment of the ministries for the church
 - Enable the leadership to define the ministry of the church for the next season. Refrain from giving your opinion for what they should do
 - Encourage your leadership to contact CBOQ to help in the process
 - Encourage the church to seek an interim pastor if:
 - You have been at the church more than eight years,
 - There are major conflicts in the church
 - A new vision and mission for the church is required.
- Sort through what is yours in the office and what should remain with the church. (e.g. files, books, keys)
- Collect in one place: Policies and procedures, a leadership list of elected official and ministry leaders, key people like who manages the website, who to call and when

04. When you are retired:

- Contact CBOQ with your new address
- Complete a [future ministry form](#)