



Oregon Synod
Evangelical Lutheran Church in America

God's Work. Our Hands

Requesting On Leave From Call Status

To remain on the synod roster and in good standing with the ELCA, rostered ministers must be in one of the following statuses: in a call, retired, on leave from call, or disability. Other than a call from a congregation, changes between these statuses require approval from the bishop and Synod Council.

On leave from call (OLFC) status is commonly used to bridge times between calls, for periods of discernment, for entering periods of study, and for significant changes to family life (new child, etc.).

- Standard on leave from call- up to 3 years
- Study or Family on leave from call- up to 6 years

Extensions of on leave from call status beyond the designated years will be considered on a case-by-case basis and must be validated and approved by the synod bishop and then by the Conference of Bishops.

To request on leave from call status from the bishop and Synod Council, please send the synod bishop's office a letter (required within 45 days of your end of call) addressed to Bishop Laurie Larson Caesar. You can email it to or send it via USPS, your choice. It doesn't need to be long, but per ELCA guidelines, you are responsible for sending a request annually for the 3 years (or as long as you wish to remain OLFC during that time).

Your request for OLFC must include:

- the date of your end of call
- a rationale as to why on leave from call status should be granted
- a statement of your commitment to be available for call
- a statement of how your gifts and abilities can contribute to the ministry and mission of this church
- the anticipated date of when you will be available for a letter of call (use 3 years as a default unless you specifically believe the time will be shorter or are requesting family or study leave).
- a statement describing the ability and willingness to provide ministry services while on leave from call at the direction of the bishop
- your plan for continuing education while on call
- a statement describing your current and intended participation in a congregation of this church

Please don't hesitate if there are questions or concerns the bishop's office can help with!

Office@oregonsynod.org or 503.413.4191.