

## Covenant for Temporary Pastor

**Name of Church:** \_\_\_\_\_

**Name of Temporary Pastor:** \_\_\_\_\_

**Presbytery of Membership:** \_\_\_\_\_

**Service From** \_\_\_\_\_ **To** \_\_\_\_\_

Review of this covenant prior to renewal or termination will be by the session, the Temporary Pastor, and the presbytery's Committee on Ministry.

**Provision for termination of covenant relationship prior to expiration:**

30 days notice by either party.

**Responsibilities of Pastor** (*check those which apply*):

- Lead worship and preach each Sunday
- Administer the Sacrament of the Lord's Supper
- Moderate session and congregational meetings
- Visit the sick and shut-in
- Lead funeral services upon request
- Other \_\_\_\_\_

**Approximate Time Expectation::** \_\_\_\_\_ days per week

**Compensation:**      **Cash salary** \$ \_\_\_\_\_ for the term of the covenant.  
**Housing:** \_\_\_\_\_ Free use of manse    Yes    No

**Ministry expenses reimbursed** including travel at IRS approved rate.

**Vacation** - 1 week per quarter

**Continuing Education** - 1 week every six months

**Moderator of Session:** \_\_\_\_\_ **Temporary Pastor:** \_\_\_\_\_

**Date of Session Action:** \_\_\_\_\_

**COM Representative:** \_\_\_\_\_

## **CONTRACT FOR TEMPORARY PASTORAL SERVICES**

The following contract between the session of \_\_\_\_\_ Presbyterian Church and the Rev. \_\_\_\_\_, is for the purpose of providing pastoral services as \_\_\_\_\_ to the Church for a period of \_\_\_\_\_ (not to exceed 12 months). The contract is to begin on \_\_\_\_\_ 20\_\_.

### **DUTIES:**

The pastor will be responsible to (please add or delete from this list):

- moderate the session and congregational meetings
- serve as Head of Staff
- lead worship and preach at regular Sunday services
- arrange for substitute preachers on any Sundays not present
- call on sick and home-bound
- provide administrative leadership
- officiate at weddings and funerals
- lead new member classes
- work with committee chairs
- represent the church in dealing with outside organizations
- pray for the church

The congregation and session will be responsible to (please add or delete from this list):

- support the pastor in his/her ministry
- provide regular financial compensation according to the terms outlined below
- provide a performance review to the pastor at least annually
- pray for the pastor during this contract period
- negotiate goals for contract period

During the length of this agreement, the pastor will be accountable to the presbytery. It is understood that the pastor will participate in the quarterly temporary pastors meeting sponsored by the presbytery. Should the Temporary Pastor have any serious differences or difficulties with any former pastor of this congregation, the matter will be immediately referred to the presbytery. It is understood that the pastor will not be involved in any way with the Pastor Nominating Committee, except to facilitate that committee's regular reports to the session and the congregation. Any concerns or suggestions about the congregation's search for a new pastor shall be carried to the presbytery liaison. It is understood by all parties that the pastor under contract ordinarily may not be considered for the installed pastoral position in this congregation.

## **CONTRACT FOR TEMPORARY PASTORAL SERVICES**

This agreement may be terminated by either party (session or pastor) upon 30 days written notice. This agreement may be extended in periods of one to 12 month upon written notice to, and the approval of, the presbytery. It is understood that the pastor will participate in any training/discussions sponsored and/or requested by presbytery and will participate in an exit interview conducted by presbytery.

**TERMS:**

The pastor is employed on a ( ) full-time ( ) part-time basis, serving approximately \_\_\_\_\_ hours per week, and will be compensated as follows:

<b>Effective salary</b>		<b>Reimbursable expenses (by voucher)</b>	
Cash Salary	\$ _____	Automobile expense (___per mile)	\$ _____
Fair rental value of manse	\$ _____	Business/professional expenses	\$ _____
Housing Allowance	\$ _____	SECA Supplement (up to 50%)	\$ _____
Utilities Allowance	\$ _____	Continuing Education	\$ _____
Deferred Compensation	\$ _____	Other allowances	\$ _____
Other allowances	\$ _____		
<b>Total</b>	\$ _____	Moving Costs (up to)	\$ _____

Full medical, pension, disability, and death benefit coverage under the Board of Pensions  
 Paid Vacation \_\_\_\_\_  
 Paid Continuing Education \_\_\_\_\_

**APPROVALS:**

The session approved this contract and its conditions on \_\_\_\_\_

Signed: (clerk of session) \_\_\_\_\_ Date: \_\_\_\_\_

I agree to accept the terms of this contract.

Signed: (pastor) \_\_\_\_\_ Date: \_\_\_\_\_

The presbytery approved this contract and its conditions on \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
 (Moderator of COM)

*Signed copies to be given to: 1) the minister, 2) the clerk of session, 3) the presbytery and 4) the minister's presbytery of membership/care (if other than the presbytery of this congregation).*