

# TERMS OF CALL/CONTRACT

Pastor's Name: \_\_\_\_\_

Church & City: \_\_\_\_\_

Ordination Date: \_\_\_\_\_ Ordained by (Denomination) \_\_\_\_\_

**POSITION IS:** \_\_\_\_\_ **Teaching Elder / Ordained Minister Member of other Denomination**

\_\_\_\_\_ Full-Time \_\_\_\_\_ Part Time - Percent: \_\_\_\_\_%

\_\_\_\_\_ Level 1 - Less than 4 years ordained ministerial: experience minimum total effective salary \$40,000

\_\_\_\_\_ Level 2 - 4 or more years ordained ministerial experience: minimum total effective salary \$43,000

**Begin Date** \_\_\_\_\_ **End Date** \_\_\_\_\_ **CODE** \_\_\_\_\_ (see page 2)

**OR**

\_\_\_\_\_ **Commissioned Ruling Elder / Lay Minister or Ordained Minister Member of other Denomination**

\_\_\_\_\_ Full-Time \_\_\_\_\_ Part Time - Percent: \_\_\_\_\_%

Minimum Total Effective Salary for a Full-time **Commissioned Ruling Elder (CRE):** \$31,376

**Begin Date** \_\_\_\_\_ **End Date** \_\_\_\_\_ **CODE** \_\_\_\_\_ (see page 2)

**A. EFFECTIVE SALARY**

**With Manse OR**

**Without Manse**

1. Cash Salary	\$ _____	\$ _____
2. Utilities, etc.	\$ _____	\$ _____
3. Annuities (deferred income)	\$ _____	\$ _____
4. Manse Value (fair rental value per year)	\$ _____	\$ (not applicable)
5. Housing Allowance (if applicable)	\$ _____	\$ _____
6. Social Security Stipend (Offset) (if applicable)	\$ _____	\$ _____
7. <b>TOTAL EFFECTIVE SALARY</b>	\$ _____	\$ _____
<b>Effective Salary Date:</b> _____		

**B. BENEFITS (Paid by Congregation)**

1. Board of Pensions (Currently 32.25% of amount figured on BOP Form ENR-111)	\$ _____	\$ _____
2. Supplemental Health (optional)	\$ _____	\$ _____
3. Dependent Care (optional)	\$ _____	\$ _____
4. Other (specify) _____	\$ _____	\$ _____
5. Vacation: Minimum of Four weeks including four Sundays <input type="checkbox"/> YES <u>or</u> Other: _____		
6. Maternity/Paternity Leave: Minimum two months paid maternity leave or two weeks paid paternity. Other: _____		

**C. PROFESSIONAL REIMBURSABLE EXPENSES (paid by congregation)**

1. <b>Auto</b>		
a. Mileage Reimbursement up to _____ (Vouchered at the current IRS allowable rate of 55.5 cents per mile)	\$ _____	\$ _____
b. <b>OR</b> Car Allowance (taxable)	\$ _____	\$ _____
2. <b>Continuing Education</b>		
a. Reimbursable expenses up to _____ (Minimum <b>\$1000</b> /year accumulative to 3 years)	\$ _____	\$ _____
b. Amount of Time:		
<input type="checkbox"/> Minimum 2 weeks/year including 2 Sundays, accumulative to 3 years		
<input type="checkbox"/> Other: _____		
3. <b>Professional Expense</b> (Accountable Plan)	\$ _____	\$ _____

The Constitution of the Presbyterian Church (U.S.A.) requires an annual review of the adequacy of pastoral compensation including conference(s) with the pastor by a responsible committee, recommendation by the Session, and approval by the congregation:

Date of conference with **Pastor/CRE**: \_\_\_\_\_ Date of Session action and recommendation: \_\_\_\_\_

Date of Congregational Meeting: \_\_\_\_\_

Clerk of Session (signature required) \_\_\_\_\_

Date \_\_\_\_\_

**Pastor / CRE** (signature required) \_\_\_\_\_

Date \_\_\_\_\_

COM Chair (signature required) \_\_\_\_\_

Date \_\_\_\_\_

**TEMPORARY PASTOR RELATIONSHIP / TERMINATION OF CONTRACT**

The following language (or more generous terms) must be included with each contract.

\_\_\_\_\_ Should this agreement be terminated prior to its expiration, the pastor shall be provided full compensation and benefits for \_\_\_\_\_ (30-60-90) days from the date of notification of termination, or until the next pastoral call, whichever occurs earlier. The pastor may terminate the agreement with 30 days written notice, forfeiting any compensation beyond that date.

\_\_\_\_\_ Alternate provisions for termination. (Specify)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**INFORMATION ON SALARY / BENEFITS / EXPENSES**

Effective salary for a call or contract with an ordained pastor must meet current presbytery minimums.

Minimum salary for a contract with a Commissioned Ruling Elder is 80% of current presbytery minimums.

For a part time call or contract, the amount allowed for continuing education may be prorated. However, time allowed for vacation and continuing education must meet the full minimum.

I will submit to and operate under the rules of the constitution of the Presbyterian Church (USA). I will receive the training in Presbyterian Polity offered by the Presbytery of Great Rivers.

\_\_\_\_\_  
Signature

**OCCUPATIONAL DESIGNATIONS CODES**

**Particular Church**

- 101 Pastor or Co-Pastor
- 103 Associate Pastor
- 105 Interim Pastor or Interim Associate
- 106 Stated Supply
- 107 Commissioned Lay Pastor
- 108 Temporary Supply
- 109 Pastor Emeritus/Emeriti
- Larger Parish or Yoked Field**
- 111 Pastor or Co-Pastor
- 113 Associate Pastor
- 115 Interim Pastor or Interim Associate
- 116 Stated Supply
- 117 Commissioned Lay Pastor
- 118 Temporary Supply

**Federated, Parish, or Community**

- 121 Pastor or Co-Pastor
- 123 Associate Pastor
- 125 Interim Pastor or Interim Associate
- 126 Stated Supply
- Union Church**
- 131 Pastor or Co-Pastor
- 133 Associate Pastor
- 135 Interim Pastor or Interim Associate
- 136 Stated Supply

**Member of Another Denomination**

- 151 Pastor or Co-Pastor
- 153 Associate Pastor
- 155 Interim Pastor or Interim Associate
- 156 Stated Supply
- 158 Temporary Supply