



## CONTRACT FOR INTENTIONAL INTERIM MINISTRY OF PCUSA PASTORS Presbytery of Southeastern Illinois

**FOR YEAR** 2025-until with 30 day notice before termination of contract

The Session of First Presbyterian Church of Danville, IL, a congregation of the Presbytery of Southeastern Illinois, enters into the following contract for Bridge Interim Ministry with the Reverend [Click or tap here to enter text.](#), beginning on [Click or tap to enter a date.](#). This ministry was validated by the Presbytery of Southeastern Illinois on [Click or tap to enter a date.](#) for a term of up to one year. The Commission on Ministry will review this contracted ministry periodically and may renew it if all parties agree.

**Intentional interim ministry** includes work on focus points to prepare the congregation for pastoral transition, including (1) **Heritage**: understanding the congregation's history, its historic calling, and the calling of the Presbyterian Church (U.S.A.); coming to terms with any conflict; recognizing the changing role of the church; (2) **Leadership**: strengthening patterns of leadership; reviewing policies and procedures; assessing finances; assessing the missional uses of church property; (3) **Connection**: deepening denominational ties; developing healthy relationships with the community and mission partners; (4) **Mission**: examining call to mission; becoming aware of community needs; aligning mission activities with call; (5) **Future**: imagining the short- and long-term vision for the congregation; asking "what is God calling us to become?"; addressing any disconnects between the congregation and its community

This is a ☐ FULL TIME ministry

☐ PART TIME ministry at [Click or tap here to enter text.](#) (indicate hours per week)

This ministry will include (**Please check all fields pertaining to this position.**

If this is a less than full-time call, the session and pastor should work out together how much time per week is required.):

- ☐ Worship leadership and preparing the bulletin (Specify Sundays if less than full time)
- ☐ Moderator of Session (and congregational meetings)
- ☐ Pastoral calls to the ill, homebound, and as needed to other members
- ☐ Officiate at weddings and funerals as requested

- ☐ Assist the church committees, boards, and session to carry out assigned tasks
- ☐ Engage the congregation in self-study using various tools as appropriate to the context (e.g., focus groups, Holy Cow!, Appreciative Inquiry)
- ☐ Use congregational teams to engage the transition work and empower the leadership (e.g., Interim Committee, Session)
- ☐ Oversee preparation of Mission & Ministry Study report
- ☐ Provide regular reporting and check-ins with Commission on Transitional Ministries and Session
- ☐ Administrative duties

Other: [Click or tap here to enter text.](#)

### Goals for This Ministry

(Within the categories of work identified above, specify any particular goals for the Pastor and congregation during this time period.)

1. [Click or tap here to enter text.](#)
2. [Click or tap here to enter text.](#)
3. [Click or tap here to enter text.](#)

It is understood that the Rev. [Click or tap here to enter text.](#) **WILL NOT** be involved in **ANY** way with the search or selection of the new pastor. Any suggestions the Intentional Interim Pastor has to make about the potential pastors of this congregation will be communicated directly to the Commission on Ministry

### COMPENSATION

\*Compensation will be paid to the Intentional Interim Pastor according to annual terms which meet or exceed the Minimum Compensation Standards of the Presbytery. Please refer to those Minimum Compensation Standards on the Presbytery website for all items with an asterisk below.

#### **Effective Salary**

1. \*Cash Salary (12-month equivalent) \$ [Click or tap here to enter text.](#)

## 2. Housing / Utilities Allowance

or Manse Value

\$ Click or tap here to enter text.

## 3. Contributions to PCUSA Fidelity 403b

or other retirement (optional)

\$ Click or tap here to enter text.

## 4. Additional Compensation or Allowances

(please specify below)

\$ Click or tap here to enter text.

Click or tap here to enter text.

**Total Effective Salary** (summary of 1-4)

\$ Click or tap here to enter text.

Additional: 1/2 SECA (7.65%)

\$ Click or tap here to enter text.

**Benefits**

## 1. Board of Pensions (required)

\$ Click or tap here to enter text.

## 2. BOP Optional Coverage

(please specify)\_\_\_\_\_

\$ Click or tap here to enter text.

## 3. Other (i.e.: Medical Reimbursement)

\$ Click or tap here to enter text.

## 4. Vacation

**Minimum** of four weeks including four Sundays

(If greater, please indicate here Click or tap here to enter text.)

**Professional Reimbursable Expenses**

## 1. Mileage Reimbursement at current IRS rate to

\$Click or tap here to enter text.

## 2. \*Continuing Education

Minimum 2 weeks/year including 2 Sundays

Reimbursable expenses

(travel, lodging, fees, materials)

\$ Click or tap here to enter text.

Other: Click or tap here to enter text.

## 3. \*Professional Expenses

\$ Click or tap here to enter text.

Salary and Housing will be paid (check one) \_\_\_\_ monthly; \_\_\_\_ twice a month on the \_\_\_\_  
and \_\_\_\_; or \_\_\_\_ bi-weekly

**By signing below, the parties affirm that dissolution of the pastoral contract may be initiated by the pastor, the session, or the Presbytery; but pastoral relationships may**

be dissolved only by the Presbytery. Because this is an Intentional Interim Pastor Contract, it is expected that both the pastor and the congregation will be in continual discernment about when this contract will be dissolved for the mutual benefit of the parties. The party seeking dissolution should plan that a minimum of 60 days is needed to dissolve this pastoral relationship.

The church will pay full salary, housing, and BOP benefits for a maximum of 45 days from the termination date or until new employment is secured, whichever occurs first. Vacation, if accrued, is to be paid in full by the last date of employment. Any unused or accrued continuing education time and compensation will not be paid out. Should the interim pastor retire at the termination of this agreement, all salary and benefits shall cease on the last day of employment. If there is a desire on the part either party to terminate this agreement, the Commission on Ministry shall participate in these discussions.

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

Clerk of Session signature: \_\_\_\_\_

Date: \_\_\_\_\_

Pastor signature: \_\_\_\_\_

Date: \_\_\_\_\_

COM Moderator signature: \_\_\_\_\_

Date: \_\_\_\_\_

“By action of the presbytery, this relationship was recorded in the rolls and records of the Presbytery and the General Assembly.”

Stated Clerk signature: \_\_\_\_\_

\*\*\*\*\*

Contract renewal: Beginning date \_\_\_\_\_ End date \_\_\_\_\_

Initials: Clerk \_\_\_\_\_ Pastor \_\_\_\_\_ COM Moderator \_\_\_\_\_ COM approval  
date \_\_\_\_\_

Stated Clerk \_\_\_\_\_

Please email this form to LPTSC Dr. Rebecca Blair at [statedclerk@gmail.com](mailto:statedclerk@gmail.com) or mail via USPS to her at 602 West Green Street, Urbana, IL 61801-3945.