SNAKE RIVER
PRESBYTERY

FULL-TIME OR PART-TIME TEMPORARY PASTOR CONTRACT - Year _____

The Session of _____ enters into the following contract with Pastor _____ beginning on _____.

FOR *PART-TIME* CONTRACTS, COMPLETE THE FOLLOWING:

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

____ 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 by the session

____ Assist the church committees, boards, and session to carry out assigned tasks

____ Administrative duties

____ Participation in the life, ministry, and mission of the Presbytery, including the exercise of voice and vote in presbytery meetings

____ Other:_____

____ Other:_____

____ Other:_____

The Session estimates that fulfilling these duties will require _____ hours per week.

FOR *ALL CONTRACTS*, COMPLETE THE FOLLOWING:

A. EFFECTIVE SALARY

The minimum effective salary for a full-time position is 75% of the amount established by the Board of Pensions as the Median Effective Salary. For part-time relationships, the minimum annual effective salary shall be computed as a proportion of the amount for a full-time position based on anticipated average hours per week, assuming 40 hours per week for full time.

1. Cash Salary (12-month equivalent) $_____

2. Housing / Utilities Allowance or Manse value $_____

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3. Contributions to PC(U.S.A.) Fidelity 403b or other retirement $_____

4. Additional Compensation or Allowances (please specify below) $_____

_____

Total Effective Salary (summary of 1-4) $_____

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

1. Participation in the pension and disability plan of the PC(U.S.A.) $_____

2. Participation in the medical plan of the PC(U.S.A.) or similar Plan $ _____

3. SECA: Social Security Offset (optional) (50% or less) $ _____

4. Other (specify) _____ $ _____

5. Vacation (minimum of four weeks including four Sundays)

(If greater, please specify here_____)

6. Paid Family Leave on terms set out by COM procedures (minimum of 12 weeks)

C. **PROFESSIONAL REIMBURSABLE EXPENSES (Paid by Congregation)**

1. Mileage Reimbursement at current IRS rate $_____

2. Continuing Education

a. Reimbursable expenses (travel, lodging, fees, materials of at least $1200/year, cumulative to $2400) $_____

b. Minimum 2 weeks/year including 2 Sundays accumulative to 3 years

(If greater, please specify here_____)

3. Professional Expenses $_____

Salary will be paid (check one) ___ monthly; ___ twice a month on the _____ and _____; or_____ bi-weekly

By signing below, the parties acknowledge that they have read and agree to the Snake River Presbytery Manual of Administrative Operations, including the ethical conduct and

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dissolution policies, and the Commission on Ministry Procedures (found on the Presbytery's website under Policies).

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: _____

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Contract renewal: Beginning date _____ End date _____

Initials: Clerk_____ Pastor _____ COM Moderator and approval date _____

Stated Clerk _____

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Contract renewal: Beginning date _____ End date _____

Initials: Clerk_____ Pastor _____ COM Moderator and approval date _____

Stated Clerk _____