

SAMPLE INTERIM MINISTRY CONTRACT

I. TERMS OF CONTRACT/RENEWAL OF CONTRACT

This contract is between _____(church)
of _____(city,state) and the
Rev. _____for her/his service in the position of
Interim Minister (or Specialized Transitional Minister).

Pending the approval of the Classis of Delaware-Raritan, this contract shall begin on _____, 20__ and end on _____, 20__. This contract may be renewed upon mutual agreement of the church, minister and the classis. Renewals should be initiated no less than thirty (30) days before the contract is due to expire.

This contract is for full-time ministerial service working at least 40 hours per week. This contract intends to comply with the minimum salary schedule approved by the Classis.

II. DUTIES AND RESPONSIBILITIES

The duties of the Interim Minister are included in the accompanying job description.

III. REMUNERATION (The sample amounts below are for 6 months)

The salary, housing allowance, and benefits for the Interim Minister shall be:

- a. Cash Salary \$_____.__
- b. Housing Allowance \$_____.__
- c. Pension \$_____.__
- d. Health Insurance \$_____.__
- e. Life/LTD Insurance\$_____.__
- f. Travel & Ministry Expense\$_____.__
- g. Continuing Education (as reimbursement) \$_____.__
- h. Library (as reimbursement) optional \$_____.__

IV. ADDITIONAL TERMS

- a. Vacation: The Rev. _____shall receive one week of paid vacation for each three-month period of employment.
- b. Study Leave: The Rev. _____shall receive one week study leave.

V. EARLY TERMINATION OF CONTRACT

This contract may be terminated by either party with 30 days written notice.

This agreement will bind the consistory of the church and the employee to meet the foregoing contract provisions by the signature of the clerk of consistory and employee below. The approval of the classis and the signature of the classis clerk or the president of the classis is required before this contract may be considered to be in effect.

Approved by the consistory of _____ (church) on _____ (date).

Approved by the Classis of _____ on _____ (date).

In witness to the approval of this contract are the signatures of the persons below.

Clerk of Consistory

Date

Minister/Commissioned Pastor/Student

Date

Classis Clerk

Date