

## CONTRACT FOR SERVICES OF COMMISSIONED PASTOR

Name of Church: \_\_\_\_\_ Presbyterian Church of \_\_\_\_\_ city, state \_\_\_\_\_ Name of CP: \_\_\_\_\_

Service from: (no more than 12 months) **January 1, 2024, to December 31, 2024.**

Your work as a commissioned pastor is governed by the *Book of Order* (G-2.10) and our presbytery's Commissioned Pastor Policy (UOVP Minutes, pp. 2012-97 to 2012-102).

**During this time we expect you to perform the following services:**

Conduct Sunday worship services at \_\_\_\_\_ a.m. each Sunday as well as \_\_\_\_\_.

Fulfill the following pastoral duties: \_\_\_\_\_.

Assist the session in the following ways: \_\_\_\_\_.

**Responsibilities of CP:**

Together with the session, avail oneself of the resources of presbytery, when applicable, in developing stewardship, evangelism, and other ministry plans for the congregation.

Attend all presbytery meetings unless excused. Mileage expenses will be reimbursed as provided below.

Attend all session meetings.

Meet with Committee on Ministry appointed mentor at least quarterly.

CP may moderate session after six months as pastor with COM approval.

Other: \_\_\_\_\_

**Provision for Termination of Contract Prior to Expiration:** \_\_\_\_\_ days' notice by session or pastor, with concurrence of the presbytery through the Committee on Ministry. If this Contract is terminated early by the session without cause, there shall be Salary Continuation (Cash Salary, Cash Housing Allowance, Social Security Allowance, [other] \_\_\_\_\_) for three months or until the CP is commissioned elsewhere at the same or greater percentage of time.

Upper Ohio Valley Presbytery may terminate this agreement per Book of Order G-2.0504 b.

Time Expectations (per week): \_\_\_\_\_ [Normal expectations should be 20 hours per week.]

Specific Days in Ministry? \_\_\_\_\_

**Compensation:** Cash Salary \$ \_\_\_\_\_ / week / month (circle one)

Social Security withheld yes / no (circle one)

Medical/pension coverage: yes/no (circle one)

Reimbursement for travel in performance of your duties at the IRS rate per mile

Other items of finance or reimbursement \_\_\_\_\_

Vacation: \_\_\_\_\_ weeks including \_\_\_\_\_ Sundays

Continuing Education: \$ \_\_\_\_\_, \_\_\_\_\_ weeks including \_\_\_\_\_ Sundays

Spiritual Retreat: \_\_\_\_\_ weeks including \_\_\_\_\_ Sundays

### **[2024 Recommended Minimum Terms of Call for CPs:]**

*Minimum Time: 20 hours per week for PC USA Boar of Pension participation*

*Minimum Compensation: \$18.42 per hour*

*Mileage at IRS rate \$.67 per mile up to \$2,000 per year*

*Housing Allowance: [May be negotiated]*

*Continuing Ed & Books: \$600 per year accumulative to \$1,800 for 3 years*

*Continuing Ed Time: One week, including one Sunday*

*Vacation: Four weeks, including four Sundays*

*Spiritual Retreat Time: One week, including one Sunday -*

*Benefits: [May be negotiated]*

The Session will maintain its individual and corporate duties in the government and discipline of the congregation and oversight of the church's spiritual interests. The session will elect and send a ruling elder commissioner to all presbytery meetings and receive their reports (*Book of Order* G-3.0202a), and reimburse the commissioner's travel expenses upon presentation of an approved expense voucher.

**Name of Moderator of congregation:** \_\_\_\_\_

**Name of Commissioned Pastor's Mentor:** \_\_\_\_\_

**Church where CP is a member and ruling elder:** \_\_\_\_\_

**Signed by:** Clerk of Session: \_\_\_\_\_ Date: \_\_\_\_\_

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

COM Representative: \_\_\_\_\_ Date: \_\_\_\_\_

(Complete and sign in triplicate: one copy to Session Clerk; one copy to CP; one copy to COM & mail to UOVP, 907 National Rd, Wheeling, WV 26003.)