

Washington Presbytery
2023 TEMPORARY PASTORAL RELATIONSHIP AGREEMENT (G-2.0504b)

This agreement between the Session of _____ Church and _____ is for the purpose of providing temporary pastoral services to the Church. The Session, being satisfied with the leader’s qualifications and trusting that his/her ministry in the Gospel will be to the Congregation’s spiritual benefit, hereby commits the Church to the following agreement: He/She is invited into leadership at a _____% time position, for a term of one year, renewable. This invitation is subject to presbytery review and approval [G-2.0504b]. It is agreed by all parties that the title of this pastoral position is:
_____ Temporary Supply Pastor _____ Stated Supply Pastor _____ Interim Pastor
Other _____.

The Session and Pastor mutually covenant to work together toward the following goals:

- Maintenance of a healthy congregational life
- Continuity of pastoral leadership
- Development of short-range goals for the church
- Where appropriate, preparation of congregation for arrival of a new pastor.

The Pastor will be responsible for providing the following pastoral duties:

Primary Responsibilities

- Lead worship and preach _____ Sundays per month
- Administer the sacraments
- Make pastoral calls on sick and homebound, to include home communion
- Serve as moderator of the Session
- Officiate at weddings, baptisms, and funerals as approved by Session
- Serve as head of staff and provide administrative leadership for the congregation
- Be accountable to the Session
- Maintain a typical work week of _____ hours

Other Pastoral Duties:

Please indicate by a checkmark any other appropriate and agreed upon duties for the Pastor.

- _____ Provide pastoral care for those who seek comfort and guidance through the church.
- _____ Provide for a leader of worship on Sundays not present
- _____ Assist in preparing persons for membership in the church
- _____ Plan and moderate Session and Congregational meetings
- _____ Work with boards and committees to assist them in carrying out their ministries
- _____ Train newly elected officers in conjunction with staff and experienced Church officers.
- _____ Perform other administrative duties: e.g. work with church secretary in preparing bulletins and newsletters, exercise general oversight of church facilities, and represent church in the community.
- _____ Cooperate in quarterly performance reviews by the Personnel Committee.
- _____ Become a member of Washington Presbytery and participate in its meetings and ministries.

Terms of Agreement

This agreement shall begin effective _____ (date) and continue through _____ (date). This agreement may be terminated upon 30 days written notice by either the Pastor or the Session. The agreement may be terminated immediately at the sole discretion of the Session in the event Pastor flagrantly fails to perform his/her duties. This agreement may be renewed annually with the concurrence of Session, Pastor and the COM. COM is charged with the annual review of all Temporary Pastoral Relationships.

Compensation:

The Pastor is considered as employed on a _____% time basis, serving approximately _____ hours per week, and will be compensated for pastoral service as follows:

	Use annual amounts
Base Salary	\$ _____
Housing Allowance	\$ _____
Manse Utilities	\$ _____
Pension	\$ _____
Major Medical	\$ _____
SECA Offset	\$ _____
Health Care Reimbursement	\$ _____
Moving Costs	\$ _____
Study Leave (Required; earned at the rate of one week every six months)	_____
Vacation: (earned at the rate of one week per quarter for FT pastor)	_____

Expense Reimbursements should be accompanied by documentation and paid monthly:

Automobile expense at the rate of _____ per mile.	
Study Leave reimbursements	\$ _____
Professional Expense reimbursements	\$ _____
Other _____	\$ _____

APPROVALS:

This agreement was unanimously approved by the Session of _____ Church on _____ (date) in a properly called and constituted meeting of Session.

_____ Clerk of Session _____ Date

ACCEPTED:

_____ Pastor _____ Date

AFFIRMED:

_____ Washington Presbytery Committee on Ministry _____ Date