

Washington Presbytery
2025 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
_____ Covenant 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 (Cash) Salary **note 2025 minimum terms of call required* \$ _____

Housing Allowance \$ _____

 With a Manse and Utilities \$ _____

Pension/disability (required if working 20 hours or more) \$ _____

Medical (pastor) \$ _____

 Dependent medical (cost-share) \$ _____

SECA Offset (required if full-time) \$ _____

Health Care Reimbursement \$ _____

Moving Costs \$ _____

Study Leave (Required; 2 weeks per year) (part-time included)

Vacation (Required; 4 weeks/year including 4 Sundays) (part-time included)

Family Medical Leave (Required; minimum 12 weeks FMLA) _____

Expense Reimbursements should be accompanied by documentation and paid monthly:

Travel Allowance (or IRS rate/mile) \$ _____

Study Leave reimbursements \$ _____

Professional Expense reimbursements \$ _____

Other _____ \$ _____

REFERENCE: 2025 MINIMUM TERMS OF CALL

Ordained ministers:

Full-time called and installed teaching elders:

Without a manse \$61,903

With a manse (utilities paid by pastor) \$49,473

With a manse (utilities paid by church) \$43,674

Temporary supply teaching elders:

Same as above. Part-time calculated as percentage based on contractual hours.

Commissioned Ruling Elders (CREs): \$49,522, based on percentage of contracted hours.

Certified Christian Educators (CCEs): \$55,713, based on percentage of contracted hours.

Additional recommended terms of call for pastoral relationships shall be considered when bringing forth a Terms of Call:

- Recommended Professional development allowance of \$1,000.
- Recommended Professional Travel Allowance of \$2,400, or reimbursement at the Federal Rate.

APPROVALS:

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

Clerk of Session

Date

ACCEPTED:

Pastor

Date

AFFIRMED:

Washington Presbytery Committee on Ministry

Date