

MINIMUM COMPENSATION STANDARDS AND DISSOLUTION TERMS FOR TEMPORARY PASTORAL SERVICE

Purpose: In accordance with G-3.0303(c) of the *Book of Order*, which requires that the Presbytery establish compensation standards and dissolution terms for temporary pastoral service, this policy is intended to provide a consistent process for compensation of those in temporary pastoral service as well as procedures to use when the relationship is dissolved. Temporary pastoral service includes all relationships designated as temporary by the Committee on Ministry, including Commissioned Pastors (CREs), and which are established by a contract or covenant agreement. The Committee on Ministry of Flint River Presbytery is tasked with overseeing *all* pastoral relationships within the presbytery.

Guidelines:

- 1) All contracts for temporary pastoral service shall be compatible with the provisions of the *Book of Order* - G-3.0303(c).
- 2) All contracts must be reviewed and approved by the Committee on Ministry, acting on behalf of Flint River Presbytery, before the pastoral service can begin.
- 3) All contracts must contain this statement: "This contract (or covenant agreement) may be terminated prior to expiration with a 30-day written notice by either party." If the contract is terminated at the request of the Session, an additional one month's salary shall be paid to the departing minister. If the minister terminates the contract, the Session will not be obligated to pay anything beyond the current month.
- 4) All contracts must show the beginning and ending dates of the contract for pastoral service, which cannot exceed 12 months. However, the contract may be extended for unlimited periods, not to exceed 12 months for each contract, with the agreement of the Session, the minister, and the Committee on Ministry.
- 5) Minimum compensation for temporary pastoral service shall be negotiated between the Session and the minister. Temporary pastoral service contracts do not require a congregational meeting. The compensation must at a minimum be equal to what is normally paid for pulpit supply in a particular congregation and will usually be paid on a monthly basis. The total amount will depend on the number of weeks within the month that temporary pastoral service is provided, and the extent of that service. If the pastoral service includes moderating the Session, presiding over the sacraments, and visiting members and visitors, the compensation should positively reflect these duties in the compensation paid. The contract may include compensation for travel, vacation, educational expenses or any other benefit negotiated between the Session, the minister, and approved by the Committee on Ministry, who has the authority to reject a contract which does not meet the minimum requirements and is not appropriate for the position.
- 6) When the temporary pastoral service ends, a separation agreement should be prepared and signed by the Clerk of Session and the minister, and the action of dissolution should be entered into the Session's minutes as the official record.