

CONTRACT FOR TEMPORARY SERVICE UNDER VALIDATED MINISTRY

Year _____

The Session of _____, a congregation of the Presbytery of Milwaukee enters into the following contract with Pastor _____ beginning on _____. The ministry of _____ was validated by the Presbytery of Milwaukee on _____, 20____, for a term of one year, subject to renewal.

Expectations

This ministry will include **(Please check all fields pertaining to this position.)**

____ Worship leadership and preparing the bulletin (specify Sundays if less than full time)

____ Moderating Session and congregational meetings

____ Preside at the Lord’s Table

____ Perform baptisms as requested by the Session

____ Pastoral calls to the ill, homebound, and as needed to other members

____ Officiating at weddings and funerals as requested

____ Assist the church committees, boards, and session to carry out assigned tasks

____ Administrative Duties

____ Exercise voice and vote in presbytery

____ Other:_____

____ Other:_____

____ Other:_____

The Session estimates that fulfilling these duties will require _____ hours per week/month.

COMPENSATION

The minimum hourly rate for Ministers authorized for Temporary Service under a Validated Ministry for 2022 is \$19.74/hr.

1. Salary (12 month equivalent) \$ _____

2. Housing \$ _____

3. Contributions to health insurance \$ _____

4. Additional Compensation or Allowances (please specify below) \$ _____

5. FICA/SECA \$ _____

6. Vacation **Minimum** of four weeks including four Sundays
(If greater, please indicate here _____)

7. Paid Sick Leave (up to 10 days for each year of service)

Total \$ _____

Professional Reimbursable Expenses

1. Mileage Reimbursement at current IRS rate \$ _____

2. Continuing Education

a. Reimbursable expenses (travel, lodging, fees, materials) \$ _____

b. ____ Minimum 2 weeks/year including 2 Sundays

____ Other: _____

3. Professional Expenses \$ _____

Salary will be paid (check one) ____ monthly; ____ twice a month on the ____ and ____;
or ____ bi-weekly

By signing below, the parties acknowledge that they have read and agree to the Pastoral Personnel Policies, the Ethical Boundaries Policy and the Dissolution Policy of the Presbytery of Milwaukee (all are found on the Presbytery's website under Documents & Resources/Commission on Transitional Ministries; www.pbymilwaukee.org/commission-on-transitional-ministries.html):

Date of Session Conference with Pastor: _____

Date of Session Action: _____

Clerk of Session signature: _____ Date: _____

Pastor signature: _____ Date: _____

CTM Moderator signature: _____ Date: _____

“By action of the presbytery, this relationship was recorded in the rolls and records of the Presbytery and the General Assembly.”

Stated Clerk (or Associate Stated Clerk) signature: _____

Contract renewal: Beginning date _____ End date _____

Initials: Clerk _____ Pastor _____ CTM Moderator _____ CTM approval date _____

Stated Clerk (Assoc. Stated Clerk) _____

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