

2019 TRANSITIONAL PASTOR CONTRACT

The Session of \_\_\_\_\_, a congregation of the Presbytery of Milwaukee enters into the following contract for Transitional Ministry with the Rev. \_\_\_\_\_ This contract will be for a period of \_\_\_\_\_ (months) beginning \_\_\_\_\_.

This is a \_\_\_\_\_ FULL TIME ministry  
\_\_\_\_\_ PART TIME ministry at \_\_\_\_\_ (indicate hours per week)

This ministry will include (Please check all fields pertaining to this position. If this is a less than full-time call the session and pastor should work out together how much time per week is required.):

- \_\_\_\_\_ Worship Leadership and Preparing the Bulletin (Specify Sundays if less than full time)
- \_\_\_\_\_ Moderator of Session (and congregational meetings)
- \_\_\_\_\_ Pastoral Calls to the ill, homebound, and as needed to other members
- \_\_\_\_\_ Officiate at weddings and funerals as requested
- \_\_\_\_\_ Assist the church committees, boards, and session to carry out assigned tasks
- \_\_\_\_\_ Assist with the Mission/Vision Study
- \_\_\_\_\_ Administrative Duties
- \_\_\_\_\_ Other: \_\_\_\_\_
- \_\_\_\_\_ Other: \_\_\_\_\_
- \_\_\_\_\_ Other: \_\_\_\_\_
- \_\_\_\_\_ Other: \_\_\_\_\_
- \_\_\_\_\_ Other: \_\_\_\_\_

**Goals for This Ministry**

(Specify the desired goals for the Pastor and congregation during this time period.)

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

It is understood that the Rev. \_\_\_\_\_ will assist the Pastor Nominating Committee with methods, processes and adequate reports, but **WILL NOT** be involved in **ANY** way with the search or selection of the new pastor. Any suggestions the Transitional Pastor has to make about the potential pastors of this congregation will be submitted to the Commission On Ministry.

**COMPENSATION**

Compensation will be paid to the Transitional Pastor according to the Annual Terms which meet or exceed the Minimum Compensation Standards of Milwaukee Presbytery. If the position is part-time the effective salary may be calculated as a percentage or hourly rate of no less than \$22.99/hr.

(The median salary for PCUSA ministers as calculated by the Board of Pensions was \$59,100 in 2018 for full-time ministers. The Minimum Effective Salary for the Milwaukee Presbytery for 2019 is \$47,819 for a 40-hour work week. These wages reflect an hourly rate of \$22.99.)

**Effective Salary**

- 1. Cash Salary (12 month equivalent) \$ \_\_\_\_\_
- 2. Housing / Utilities Allowance or Manse Value \$ \_\_\_\_\_
- 3. Contributions to PCUSA Fidelity 403b or other retirement \$ \_\_\_\_\_
- 4. Additional Compensation or Allowances (please specify below) \$ \_\_\_\_\_

\_\_\_\_\_

**Total Effective Salary for Board of Pensions** (summary of 1-4) \$ \_\_\_\_\_

Additional: 1/2 SECA (7.65%) \$ \_\_\_\_\_

**Benefits**

- 1. Board of Pensions \$ \_\_\_\_\_
- 2. BOP Optional Coverage (please specify) \_\_\_\_\_ \$ \_\_\_\_\_
- 3. Other (ie: Medical Reimbursement) \$ \_\_\_\_\_
- 4. Vacation **Minimum** of four weeks including four Sundays
- 5. Paid Sick Leave (up to 10 days for each year of service)

6. Please see Personnel Policies for Pastors at pbymilwaukee.org under Work of the Presbytery/COM for a complete list of the Presbytery’s Pastoral Policies and Minimums.

Initial Clerk of Session \_\_\_\_\_ Initial Pastor \_\_\_\_\_

**Professional Reimbursable Expenses**

- 1. Mileage Reimbursement at current IRS rate  
(the rate for 2018 is \$.545/mile, 2019 rate has not yet been published) \$ \_\_\_\_\_

2. Continuing Education

a. Reimbursable expenses (travel, lodging, fees, materials)

(\$2,000 minimum/full time accumulative to 3 years) \$\_\_\_\_\_

b. \_\_\_\_\_ Minimum 2 weeks/year including 2 Sundays accumulative to 3 years

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

3. Professional Expenses (\$500 minimum) \$\_\_\_\_\_

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

All parties have read and agree to the Presbytery’s dissolution policy found at [www.pbymilwaukee.org](http://www.pbymilwaukee.org) COM documents. Initial Pastor \_\_\_\_\_ Initial Clerk of Session \_\_\_\_\_

Date of Conference with Pastor: \_\_\_\_\_

Date of Session Action: \_\_\_\_\_

Clerk of Session signature: \_\_\_\_\_ Date: \_\_\_\_\_

Pastor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

COM 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: \_\_\_\_\_