

Contract for Temporary Pastoral Relationship

The following contract between the session of _____ Church (the "Church") and the Rev./Dr. _____, a teaching elder of the Presbyterian Church (U.S.A.) or of another Reformed body, is for the purpose of providing temporary pastoral services to the Church. The session, being satisfied with the temporary pastor's qualifications and trusting that his/her ministry in the Gospel will be to our spiritual benefit, hereby commits our congregation to the following covenant with this pastor:

The temporary pastor invited to serve in a [choose one] full-time/part-time (_____%) temporary relationship with the Church effective _____.

For the tenure of this temporary pastoral relationship, the Teaching Elder:

- Will/Will not become (is) a member of the Presbytery of St. Augustine
- Will/Will not serve as moderator of the session
- Will/Will not serve as head-of-staff

Responsibilities of the Temporary Pastor

The temporary pastor will be responsible for providing pastoral duties as indicated by the following:

- ___ Lead worship and preach _____ Sundays per month
- ___ Provide for a leader of worship on Sundays not present
- ___ Make pastoral calls on sick and shut-ins as time permits
- ___ Officiate at baptisms, the Lord's Supper, weddings and funerals
- ___ Plan and moderate session and congregational meetings
- ___ Work with boards and committees to assist them in carrying out their assigned tasks.
- ___ Train newly elected officers in conjunction with staff and experienced church officers.
- ___ Perform other administrative duties as requested: e.g. work with church secretary in preparing bulletins and newsletters, exercise general oversight of church facilities, and represent the church in dealing with outside organizations
- ___ Other duties:

Goals for this ministry shall be:

- ___ Maintenance of a healthy congregational life.
- ___ Continuity of pastoral leadership.
- ___ Development of short-range goals identified in the goal-setting process of the church.
- ___ Other goals:

Accountability to the Presbytery

During the tenure of this agreement, the temporary pastor will be accountable to the presbytery through the Call Commission. At the end of the contract, the session may be asked to provide a performance review. It is understood that should the temporary pastor have any serious difficulties with any former pastor(s) of this congregation, the matter will be referred to presbytery’s Call Commission.

Termination and Renewal of the Agreement

This agreement is for a period of _____ months from the date below. This agreement may be terminated by the session or the temporary pastor upon 30 days’ written notice. This agreement may be terminated by the presbytery, acting through the Call Commission, if at any time it determines that the ministry of the Word imperatively demands it. All financial obligations to the temporary pastor cease as of the date of termination, unless otherwise provided in this contract. This agreement may be renewed in its entirety or incrementally extended on a month-by-month basis if all parties to the contract concur.

Terms of the Agreement

The temporary pastor is employed on a [choose one] full-time/ _____% part-time basis serving approximately _____ hours per week, and will be compensated for pastoral services as follows:

- Cash Salary _____
- Manse Use or Housing Allowance _____
- Utilities Allowance _____
- Automobile Allowance (@ IRS Rate) _____
- Pension and Medical Benefits _____
- Continuing Education _____
- Social Security Allowance _____
- Moving Expense _____
- Total Monetary Compensation _____
- Study Leave/Continuing Education _____
- Vacation (at least 1 week/quarter)* _____
 *includes 4 Sundays
- Total Leave _____

Additional Commitments and Conditions

Any released time for special commitments and any other conditions of service are:

Salary Continuation for Full-Time Temporary Relationships

The session agrees to continue the salary, housing allowance, and pension/medical benefits of the temporary pastor, if applicable, for a period of ___ months following the termination of this agreement, subject to the approval of the presbytery as expressed through the Call Commission.

Succession as Next Installed Pastor

Ordinarily, a teaching elder serving in a temporary pastoral relationship may not be considered to become the next installed pastor of a congregation he or she has served in a temporary capacity (Book of Order G-2.0504b). A temporary pastoral relationship is defined in Presbytery of St. Augustine policy as an interim, stated or temporary supply or parish associate, or any relationship in which the pastor has not been installed. The Presbytery of St. Augustine strongly subscribes to the wisdom of this provision of our Book of Order and advises caution when entering into a temporary pastor relationship. The attached statement to that effect is to be understood as a part of every temporary pastor contract, and the parties to the contract should never assume that an exception will be made.

However, the presbytery recognizes that there may be, on rare occasion, extraordinary circumstances in which the ministry of the Word imperatively demands an exception to this prohibition (G-2.0504c).

It should be recognized by the Pastor Nominating Committee (PNC) that any action it requests will have implications for the entire presbytery, and its work should be sufficiently serious in that regard. In such cases, the presbytery will hear applications from the PNC, in consultation with the session, according to the following procedure:

- If the PNC determines that it seeks to call a person serving in a temporary pastoral relationship with the congregation, the PNC liaison will be contacted, and representatives of the PNC, the Call Commission, and the session will meet to discuss the issue. If all are in agreement to proceed, the full session will be informed, still holding the confidentiality of the PNC process, and representatives of the Call Commission will be invited to meet with the combined bodies to hear their report.
- If the decision continues to be to call the temporary pastor, the PNC prepares and submits to the Call Commission a full statement of its rationale for requesting an exception under G-2.0504c. This statement shall include an affirmation that the PNC has conducted a full and open search for other candidates, as well as a summary of the number of PIFs reviewed, conversations and interviews conducted, and on-site visits scheduled. No exceptions will be considered without a

full search having been conducted, including interviews with more than one candidate. The Call Commission will need to be satisfied that the PNC has done a valid search and that the individual is individual whom God is calling to serve in the position. The PNC liaison will counsel with the PNC and help to keep it focused on every alternative to requesting an exemption.

- The Call Commission will hear representatives of the PNC, and shall interview the temporary pastor, and shall make a recommendation to the presbytery regarding the request. The Call Commission will ensure that the requirements above have been met and that the temporary pastor has faithfully fulfilled his or her temporary pastor duties during the tenure of the relationship. The Call Commission shall examine the temporary pastor for admission to the presbytery (if necessary) and suitability to the call; this examination shall take place prior to any congregational meeting to elect the temporary pastor as installed pastor.

- If the recommendation of the Call Commission is to disapprove the request, the PNC should comply with the wisdom of that body through its joint conversations. The Call Commission would be bound to report to the presbytery its negative recommendation, and the likelihood of the body overriding their recommendation would be problematic for all parties.

- The presbytery shall receive both the congregation's request and the Call Commission's recommendation, and it shall act on the question: "Shall an exception to G-2.0504b be granted to permit TEACHING ELDER NAME to be considered to be the next installed pastor of CHURCH NAME?" A three-quarters majority of those present and voting at the presbytery meeting shall be necessary for approval of the request.

- The PNC would then be authorized to present the pastor to the congregation for its vote in the affirmative on the new pastor to be called to that congregation.

Other Provisions [For example, if an interim pastor or parish associate, add appropriate terms here.]



Signatures:

Temporary Pastor _____ Date _____

Clerk of Session _____ Date _____

Presbytery Representative _____ Date _____