

## STATED SUPPLY PASTOR COVENANT

The following covenant between the session of \_\_\_\_\_ Presbyterian Church and the Rev. \_\_\_\_\_ is for the purpose of providing Stated Supply pastoral services for the period \_\_\_\_\_ through \_\_\_\_\_ (not to exceed 12 months) unless extended.

**It is understood that the congregation is not searching for an installed pastor during the term of this covenant.** In order for the Stated Supply Pastor to be eligible to continue with the congregation as Interim Pastor, the Pastor shall present evidence of completion of Interim Education Week I by the end of the Stated Supply covenant or of Week II if Week I is completed before the start of this covenant.

It is preferred that the Stated Supply Pastor become a member of the Presbytery of Riverside.

### DUTIES:

The Pastor will be responsible to: (please add or delete from this list)

- lead worship, preach and administer the sacraments
- moderate session and congregational meetings-- **Presbytery shall appoint the moderator of the session which MAY be the stated supply pastor. (G-14.0550)**
- serve as head of staff for paid and volunteer personnel
- coordinate pastoral care with deacons
- officiate at weddings and funerals
- provide administrative leadership
- lead new member classes
- train and support elected officers (Elders and Deacons) in their ministry
- provide administrative leadership
- arrange for substitute preachers on any Sundays not present
- participate in the life of the Presbytery
- pray for the congregation

The congregation and session shall be responsible to: (please add or delete from this list)

- support the pastor in ministry
- provide regular financial compensation as outlined below
- provide a performance review to the pastor at least annually
- pray for the pastor
- negotiate goals for the contract period

The Stated Supply Pastor shall be accountable to the Presbytery through the Committee on Ministry (COM).

Should the Stated Supply Pastor have any serious difficulties with any former pastor of this congregation, the matter shall be immediately referred to the COM liaison. The Stated Supply Pastor under this covenant shall not be considered for any installed or designated pastoral office in this congregation.

This agreement may be terminated by either party (Session or Stated Supply Pastor) with 30 days written notice. It may be extended or renegotiated in 1 to 12 month increments with the approval of COM. The Stated Supply Pastor shall participate in appropriate training sponsored or requested by COM and may use continuing education funds and time for this purpose. The Stated Supply Pastor shall participate in an exit interview with the COM.

TERMS:

The Stated Supply Pastor is employed on a \_\_\_ full-time \_\_\_ part-time basis (check one), serving approximately \_\_\_\_\_ hours per week and shall be compensated as follows (\* indicates items mandated by presbytery):

**Effective salary**

Cash Salary \$ \_\_\_\_\_  
 Fair rental value of manse \$ \_\_\_\_\_  
**or** Housing Allowance \$ \_\_\_\_\_  
 Utilities Allowance \$ \_\_\_\_\_  
 Deferred Compensation \$ \_\_\_\_\_  
**Total** (reported to IRS) \$ \_\_\_\_\_

**Reimbursable expenses (by voucher)**

Automobile expense (\_\_\_per mile) \$ \_\_\_\_\_ IRS rate recommended  
 Business/professional expenses \$ \_\_\_\_\_  
 Continuing Education (2 weeks) \$ \_\_\_\_\_ \$600.00 (min.)  
 Other allowances \$ \_\_\_\_\_  
 Moving Costs (up to this amount) \$ \_\_\_\_\_  
 Other allowances \$ \_\_\_\_\_

Full medical, pension, disability, and death benefit coverage under the Board of Pensions or post-retirement dues if minister is honorably retired \$ \_\_\_\_\_

**Paid Leave**

Vacation (minimum of 31 days including no more than 5 Sundays)  
Continuing Education (minimum of 14 days including 2 Sundays)

APPROVALS:

The session approved this contract and its conditions:

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Clerk of Session

I agree to accept the terms of this contract.

**In accepting this call, I understand and agree that I must abide by the Presbytery of Riverside "Prevention and Response Policy: Sexual Misconduct"**

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Stated Supply Pastor

The Committee on Ministry approved this contract and its conditions:

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Chairperson Committee on Ministry or Designee

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Stated Clerk

*Sign each of the original three copies. When completed one copy goes to the minister, one to the church, one to the Stated Clerk of the Presbytery Riverside.*