

CONTRACT WITH A COMMISSIONED LAY PASTOR

All the provisions of the Book of Order G-14.0560 and other related sections shall govern first and foremost all CLP relationships.

The following contract between the session of the _____ Presbyterian Church and _____ is for the purpose of providing pastoral services as a Commissioned Lay Pastor (CLP) to the church for a period not to exceed 1 year. *This contract must be approved and may be renewed by agreement by the CLP and Grace Presbytery upon recommendation of the Committee on Ministry (COM).*

It is understood that should there be a search for an installed pastor the responsibilities of a CLP will be limited to facilitating the PNC's regular reports to the session and the congregation. Any concerns or suggestions concerning the congregation's search for an installed pastor shall be communicated to the COM through its liaison.

A CLP may seek to prepare the way for the coming installed pastor. A CLP may not be called as the installed pastor of the church.

The contract is to begin on _____ (mm,dd,yy) and end on _____ (mm,dd,yy).

Only those persons whose name/PIF has been directed to a congregation by the appropriate committee of Grace Presbytery through its COM will be approved. Ordinarily, the CLP shall have completed the training for Commissioned Lay Pastors provided by Grace Presbytery. However, upon recommendation of the COM, Grace Presbytery may approve training from another presbytery. (Certification is not transferable.G-14.0801 a)

The CLP is not a member of Grace Presbytery.

The Book of Order (G-14.0560) shall guide such service.

The above named person will be responsible for the following duties, in accord with G-14.0562:

[please check functions desired]

- ___ (1) Administer the Lord's Supper.
- ___ (2) Administer the Sacrament of Baptism.
- ___ (3) Moderate the session of the congregation under the supervision of and when invited by the moderator of the session appointed by the presbytery, or when appointed by presbytery as moderator.
- ___ (4) Perform a service of Christian marriage when invited by the session or other responsible committee, and when allowed by the state.
- ___ (5) Have a voice and vote in meetings of the presbytery (such vote to be counted as an elder commissioner for purposes of parity).

The congregation and session shall be responsible to:

Support the CLP in her/his ministry

Provide regular financial compensation according to the terms of the contract

Provide for an annual performance review or at least thirty days prior to the end of the contract

Review the adequacy of compensation after one year.

Pray for the CLP and his/her family and the health of the congregation

It is to be understood that presbytery may, at any time, alter the authorized functions of the CLP with or without cause. The CLP shall work under the supervision of a Minister of Word and Sacrament duly appointed by the presbytery.

In the event the contract is terminated by the presbytery or the session without cause, the CLP shall receive a continuance of compensation, deferred benefits and medical and coverage for a period of one (1) month, or until the date of a new commission, whichever comes first. The CLP may terminate the agreement with 30 days written notice and forfeiture of any compensation beyond that 30-day period. Optional continuance of compensation may be negotiated between the presbytery, the session and the CLP at the beginning of the contract. All negotiated compensation must be included in this contract and be approved by COM.

COMPENSATION

Cash salary	_____
Housing, which may or may not be provided, but if it is, then shall include utilities and appurtenances or use of manse and appropriate reimbursements connected to its use.	_____
Deferred Compensation e.g. 403(b), if any.	_____
Total Effective Salary	_____
Board of Pensions dues (31.5%)	_____
Social Security off-set (8.24%)	_____
Professional Expenses, which should include Continuing Education and Travel (at IRS reimbursable rate. <i>(\$0.50/mile, eff. 01/01/10)</i> Note: <i>For those who commute, commuting mileage may be included.</i> <i>For those who maintain their taxable residence elsewhere</i> <i>A per diem (IRS rate) may be included</i> (Using an accountable reimbursement system	_____
Other	_____
Moving to the field, if any.	_____
Total Cost to Church	_____
Study leave (2 weeks)	_____
Vacation (4 weeks and 4 Sundays prorated)	_____

Presbytery minimum for effective salary for full-time positions is **\$40,640 for 2010**.

Contracts that are less than full-time should prorate effective salary accordingly.

Presbytery minimum for Continuing Education and Professional Expenses in full-time positions is \$1,000, (combined). [Continuing Education allowances are cumulative to three years.]

Signed: _____ Date _____
Clerk of the Session

_____ Date _____
Commissioned Lay Pastor

_____ Date _____
Committee on Ministry