

PRESBYTERY OF NEW COVENANT INTERIM PASTOR CONTRACT

1 PARTIES

The following contract for the purpose of providing interim pastoral services is between the Session of _____ Church, _____ and the Reverend _____.

The contract is for a period of _____ () months** beginning _____ and concluding _____.

The minister meets the following requirements:

1. Is an ordained minister in the PC(U.S.A.) (Month/Yr Ordained _____).
2. A member in good standing of _____ Presbytery, _____ Synod.
3. If not Presbyterian, a member of _____ denomination.
4. If not a member of Presbytery of New Covenant, granted permission to labor within the Bounds by COM _____
5. Has completed Interim Pastor Training (attach verification with Addendum) _____ (date), _____ (location)

****Note: Ordinarily an interim contract is for one year.** The exception to this is if a congregation is considering, or has approved using the Designated Pastor search process. In this case, a six month interim contract may be submitted to COM for approval. A six month contract may contain a 30 day notice clause for termination, instead of 60 days. **(Exception approved by COM: May, 2010)**

2 RESPONSIBILITIES

The Interim Pastor will be responsible for providing specific pastoral duties as specified in the attached Addendum.

3 TERMS

- A. Either party to this contract (Interim Pastor or Session) shall provide the other and the Presbytery of New Covenant a minimum of 60 days notice of a request for termination of this contract if it is for 12 months; 30 days if for 6 months.
- B. The vote by the congregation to extend a call to a candidate shall constitute notice of contract termination.
- C. A new contract shall be negotiated by the Session and the Interim Pastor no less than 60 days prior to the expiration of this contract (30 days if a six month contract). The negotiation shall include both the relationship and duties of the Interim Pastor and the compensation and length of service of the new contract. The new contract shall be reviewed by the Committee on Ministry and become effective only upon their approval. **In no case shall the parties continue employment under terms of the old contract past the expiration date. Only in extraordinary cases shall the term of a new contract be less than 6 months.**
- D. Should the Session terminate this contract without cause before the end of its term, the Session agrees to continue the Interim Pastor's salary, including all benefits, for the 90 days following notice or until the date of the Interim Pastor's new assignment, whichever comes first. If the contract is a six month contract, benefits will continue for 60 days following notice.

- E. Should the Pastor terminate this contract for any reason before its term, Session shall not be obligated financially beyond the period of notice (unless stipulated otherwise in the Addendum). The Session shall not be required to provide compensation or benefits beyond the last day of work. The total of remainder in vacation days shall be added to the last day of work for compensation.
- F. Should the Session decide not to draw a new contract at the end of the current agreement, it is obligated to give notice and pay compensation for 60 days from written notification to the pastor, or to the term of the contract, whichever comes later. This does not apply to six month interim agreements.
- G. For any termination of the contract for any reason other than the vote of the Presbytery to call an installed pastor, the Session and Interim Pastor shall provide the Committee on Ministry with written notice, including any terms of severance, in a mutually signed document no later than 14 days from notice.
- H. Additional payment of Board of Pension benefits [Medical and/or Retirement], for a period of time after termination of compensation may be specified in the Addendum.
- I. Terms of this contract may be amended only by written approval of the Session, the Interim Pastor, and the Committee on Ministry.

4 COMPENSATION

The Interim Pastor [Circle One]

Full Time / Part Time (approximately _____ hours per week]

And will be compensated for interim pastoral services as follows:

4.1 Compensation

	Contract Period	Annualized Rate
Base Salary	\$	
Housing Allowance	\$	
Social Security Supplement	\$	
Total Compensation	\$	
BOP Contribution	\$	
Deferred (see Addendum)	\$	
Vacation (including days off)		

4.2 Professional Expense Reimbursement and Allowances [not compensation]

	Contract Period	Annualized Rate
Auto by Mileage Record (by IRS allowed rate)	\$	
Books, Professional Expenses	\$	

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Moving Costs (See Addendum)	\$	
*Educational Allowance	\$	
*Education Leave		

*(Education allowance and Leave include Clergy Retreat following the Lent and Easter. If the clergy person does NOT attend, the Leave will be reduced by 3 days, and the allowance by \$125) (Specific work schedule and holidays may be specified in the Addendum.)

5 GENERAL CONDITIONS

- A. The Interim Pastor shall NOT be eligible for a call to be installed as the Pastor of this church.
- B. During the term of this agreement, the Interim Pastor will be accountable to the Presbytery through the COM/Contracts Subcommittee. At the end of the contract the Session agrees to provide a performance review.
- C. It is understood that, should the Interim Pastor have any serious differences or difficulties with any former Pastor of this congregation, the matter will be referred to the Presbytery's COM.
- D. The Interim Pastor shall not be involved in the work of the Pastor Nominating Committee beyond providing opportunities for them to communicate with the session and the congregation about their progress.

The undersigned agree to the aforementioned conditions of employment.

Interim Pastor _____
Signature Date

Printed Name of Pastor _____

Clerk of the Session _____
Signature Date

Printed Name of Clerk _____

COM Representative _____
Signature Date

Printed Name of COM Rep. _____