**PRESBYTERY OF DETROIT**

Committee on Ministry

**RESIDENT MINISTER CONTRACT**

The Rev. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and \_\_\_\_\_\_\_\_\_\_ Presbyterian Church, CITY, MI

This contract is established between the following three parties for the purpose of providing ministry at \_\_\_\_\_\_ Presbyterian Church, CITY, Michigan:

 The Session of \_\_\_\_\_\_\_\_\_Presbyterian;

 The Rev. \_\_\_\_\_\_ as Resident Minister;

 The Presbytery of Detroit through its Committee on Ministry.

**Purpose of the Position**

The Resident Minister will develop practical skills for ministry by experiencing a full range of pastoral duties within the life of the congregation under the intentional and directed supervision by the Pastor/Head of Staff.

Roles and Responsibilities

The Resident Minister will have the specific responsibilities outlined in the attached position description that was approved by the Session and the Committee on Ministry.

The Resident Minister will have voice but not vote at session meetings.

The Session and the Resident Minister understand and agree that the Resident Minister may be called to an installed pastoral position at the church following a full and open search conducted in consultation with the Committee on Ministry.

The Resident Minister will be responsible for abiding by the terms of the Sexual Misconduct Policy and Procedures of the Presbytery of Detroit, and the terms of the Statement of Professional Ethics of the Presbytery of Detroit. The Resident Minister will be responsible for regularly reviewing and following any changes in these two policies, including signing forms and attending training when required.

**Review and Accountability**

During the time of service, the Resident Minister will be accountable to the Session of the church, and to the Committee on Ministry of the Presbytery of Detroit.

There will be a joint review conducted by the Session and the Resident Minister in consultation with the Committee on Ministry every six months, or more often at the request of any of the parties.

**Length and Termination of Contract**

This contract is for a period of one year beginning on \_\_\_\_\_, 202\_, and may be renewed thereafter by mutual agreement of the three parties. The original term and any renewals may not exceed a total of two years.

This contract may be terminated as follows:

At any time by mutual agreement of the three parties;

By the Resident Minister, or by the Session, with one month’s notice, provided there is prior consultation with and concurrence by the Committee on Ministry;

By the Presbytery if the Committee on Ministry, after consultation with the Resident Minister and the Session, finds that the church’s mission under the Word imperatively demands it.

**Compensation and Benefits**

It is expected that the duties and responsibilities will take an average of \_\_ hours per week.

All amounts and times are expressed on an annual basis and will be prorated over the actual length of the contract. Compensation and benefits must meet or exceed the minimum grand total terms of call set by the Presbytery of Detroit. Please complete and attach the Terms of Call spreadsheet with this contract.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Clerk of Session Date of Session Action

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Resident Minister Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Committee on Ministry Chair Date of COM Action

**Return completed contract and Terms of Call to the Committee on Ministry**

**TERMS OF CALL FOR PASTOR’S NAME & CHURCH NAME
BEGINNING DATE – ENDING DATE***(The Board of Pensions Allows transitional pastors flexibility in determining their terms of call. Please consult with the pastor and a member of the Committee on Ministry as you determine the terms of call.)*

|  |  |
| --- | --- |
| **Effective Salary** |  |
| 1. Cash Salary & Housing Allowance
 | $ |
| 1. Self-Employment Contribution Act Reimbursement

*Any portion over 7.65% of Effective Salary* | $ |
| 1. Other
 | $ |
| **TOTAL EFFECTIVE SALARY** | **$** |
|  |  |
| **Benefits** |  |
| 1. BOP Medical – 27% of Effective Salary
 | $ |
| 1. BOP Pension – 8.5% of Effective Salary
 | $ |
| 1. BOP Death/Disability – 1% of Effective Salary
 | $ |
| 1. BOP Temporary Disability – 0.5% of Effective Salary
 | $ |
| 1. Social Security Reimbursement (7.65% of Effective Salary)
 | $ |
| 1. Other
 | $ |
|  **TOTAL BENEFITS** | **$** |
|  |  |
| **Reimbursed Expenses (vouchered and reimbursed to pastor)** |  |
| 1. Medical Deductible or contribution to Flexible Spending Account
 | $ |
| 1. Study Allowance
 | $ |
| 1. Professional Expenses (Includes mileage at IRS Rate; business expenses such as books, dues, etc.)
 | $ |
| **Total Reimbursed Expenses** | **$** |
|  |  |
| **GRAND TOTAL OF TERMS OF CALL** | **$** |
|  |  |
| **OTHER EXPENSES TO THE CHURCH (ie. Transition Workshop, etc.)** | **$** |
|  |  |
| **TOTAL COST TO THE CHURCH** | **$** |

***OTHER REQUIREMENTS***

1. **Pastor receives 4 weeks of vacation including 4 Sundays; 2 weeks of study leave including 2 Sundays**
2. **Church to pay for and allow pastor to attend the Pastor’s in Transition Workshop**