

# Terms of Call for The Rev. \_\_\_\_\_ & \_\_\_\_\_ Presbyterian Church of \_\_\_\_\_

Summary

The Rev. \_\_\_\_\_, a Teaching Elder whose ordination and training are recognized by the Presbyterian Church (USA) and, having been approved for membership in the Presbytery of Northern New York by its Commission on Ministry, is hereby called to serve as the installed pastor (list part time specifics if applicable) of the \_\_\_\_\_ beginning \_\_\_\_\_.

Duties and Responsibilities

The pastor shall:

- Prepare for and lead worship \_\_\_\_ Sunday(s)
- Moderate the session and congregational meetings.
- Attend deacon meetings and other church administrative meetings as needed.
- With the assistance and support of the deacons, offer pastoral care and visitation to members and friends of the congregation.
- Conduct funerals and weddings, as needed.
- Support, assist, and promote the existing ministries of the church.
- Offer collaborative energy for new ministry opportunities, within the church and the surrounding community.
- Offer spiritual formation and continuing education opportunities for adults in the congregation.
- Participate in posting on the Church’s social media sites, as well as in other formats of communication amongst members.
- Serve as Head of Staff under the guidance and supervision of the session.
- Participate in Presbytery and community commitments, including committee assignments.
- Other duties, meetings, and responsibilities as mutually agreed upon by the Pastor and the Session.

Compensation

So that \_\_\_\_\_ may freely devote herself/himself/their self to ministry among us, the congregation promises and obligates itself to pay the following annualized financial compensation:

Salary	\$
Housing Allowance	\$
<b>Total Effective Salary</b>	<b>\$</b>
<i>Benefits:</i>	
SECA Allowance (Taxable Income)	\$
Pension (11%) & Disability (1%)	\$
Medical (25% of Effective Salary w/\$44k Min.)	\$
Mileage Reimbursement (IRS Rate)	\$
Professional Reimbursement	\$
Continuing Ed. Reimbursement	\$
<b>Total Cost to Church</b>	<b>\$</b>

Notes:

- The church will reimburse moving/transition expenses up to \$\_\_\_\_\_. This may include the purchase of a computer or other technology for the position.
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Attestation:

At a duly called meeting of the congregation on \_\_\_\_\_, the motion of the Pastor Nominating Committee to call Rev. \_\_\_\_\_ was approved.

Rev. \_\_\_\_\_

Clerk of Session

COM Appointed Moderator