

Presbytery of Des Moines
Temporary Position Covenant Form



The following covenant between the session of _____
Presbyterian Church and the _____, is for the
purpose of providing pastoral services as _____ to the Church for a period of
_____ (not to exceed 12 months). The covenant is to begin on
_____ 20_____.

This covenant is for:

- _____ Temporary Supply Pastor
- _____ Designated Pastor
- _____ Interim Pastor
- _____ Commissioned Pastor
- _____ Student Supply Pastor

Duties:

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

- _____ moderate the session and congregational meetings
- _____ serve as Head of Staff
- _____ lead worship and preach at regular Sunday services
- _____ arrange for substitute preachers on any Sundays not present
- _____ call on sick and home-bound
- _____ provide administrative leadership
- _____ officiate at weddings and funerals
- _____ lead new member classes
- _____ work with committee chairs
- _____ represent the church in dealing with outside organizations
- _____ other - please specify

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

- _____ support the pastor in his/her ministry
- _____ provide regular financial compensation according to the terms outlined below
- _____ provide a performance review to the pastor at least annually
- _____ pray for the pastor during this covenant period
- _____ negotiate goals for contract period

During the length of this agreement, the pastor will be accountable to the session and through them to the Presbytery of Des Moines. Should the Temporary Pastor have any serious differences or difficulties with any former pastor of this congregation, the matter will be immediately referred to the Presbytery's Commission on Ministry. It is understood that the pastor will only be involved with the Pastor Nominating Committee at the direction of the Commission on Ministry. Any concerns or suggestions about the congregation's search for a new pastor shall be communicated to the Presbytery's Commission on Ministry liaison.

This agreement may be terminated by either party (session or pastor) upon 30 days written notice.

This agreement may be extended in one- to 12-month periods, upon written notice to, and the approval of, the Presbytery through its Commission on Ministry. It is understood that the pastor will participate in any training/discussions sponsored and/or requested by presbytery and will participate in an exit interview conducted by Presbytery.

Terms:

The pastor is employed on a () full-time () part-time basis, serving approximately _____ hours per week, and will be compensated as follows:

Terms - Reimbursable expenses (by voucher)

Cash Salary	\$ _____
Automobile expense (at the IRS rate)	\$ _____
Fair rental value of manse	\$ _____
Business/professional expenses	\$ _____
Housing Allowance	\$ _____
SECA Supplement (up to 50%)	\$ _____
Utilities Allowance	\$ _____
Continuing Education	\$ _____
Deferred Compensation	\$ _____
Other allowances	\$ _____
Identify	
Total	\$ _____

Moving Costs (up to)	\$ _____
Full medical, pension, disability, and death benefit coverage under the Board of Pensions if appropriate	
Paid Vacation of one month	_____
Paid Continuing Education – two weeks	_____

Approvals:

The session approved this covenant and its conditions on _____

Signed: (clerk of session) _____ Date: _____

I agree to accept the terms of this covenant.

Signed: (pastor) _____ Date: _____

The presbytery approved this contract and its conditions on _____

Signed: (COM moderator) _____

Date: _____

Signed copies should be given to: 1) the pastor, 2) clerk of session, 3) moderator of Commission on Ministry, 4) the Stated Clerk of the Presbytery of Des Moines.