**PROPOSED CONTRACT**

This is a contract between the session of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Church and the Reverend \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

The \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Church is sufficiently satisfied with the qualifications of the Reverend \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to serve as \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to enter into this contractual agreement. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Church further believes that the Reverend \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ by experience, training, disposition, and commitment, is especially suited to serve in this leadership position.

It is the intention of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Church to extend to the Reverend a call to assume the position of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, beginning on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, and continuing for an indefinite period of time; and it is the intention of the Reverend \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to accept this call and for both parties to accept the following stipulations and agreements, namely:

1. that the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Church does hereby promise the Reverend in the discharge of duties that relate to this position, all proper support and encouragement;
2. that the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Church does hereby obligate itself to pay the Reverend \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, in consideration of the services to be rendered, the sum of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ per month for base salary;
3. that the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Church obligates itself to provide a manse, with utilities, for the Reverend \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (or obligates itself to provide the sum of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ per month for a housing allowance);
4. that the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Church agrees to contribute on a matching basis up to 5 percent of the base salary into the denomination’s retirement fund account of the Reverend \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;
5. that the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Church agrees to pay the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (indicate family or individual coverage) medical insurance premium of the denomination’s approved medical insurance program for the Reverend \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;
6. That the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Church agrees to reimburse the Reverend \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ the sum of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ per month for automobile expense;
7. that the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Church agrees to provide the expense of moving the household effects of the Reverend \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;
8. that the Reverend \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ be allowed a maximum of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ weeks’ time annually for vacation, and that the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Church be responsible for the cost of pulpit supply during the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Sundays involved; (many churches give a maximum of four weeks for pastors who have been serving in the denomination for ten years or more. Some churches also give an additional week or more for continuing education purposes.)
9. that the Reverend \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ be allowed a maximum of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ weeks’ time annually for conferences, preaching missions, revivals, and/or other events (with the exception of judicatory responsibilities) that involve being away from the local community and/or local responsibilities, with the cost of pulpit supply being paid by the Reverend \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;
10. that the Reverend \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ be allowed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ day(s) weekly (excluding Sunday) for time off, with day(s) being chosen by the Reverend \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and being the same day(s) each week, so that the congregation may know the work schedule and call on his/her services during time off only for crisis situations;
11. that the Reverend \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ be allowed sick leave and emergency time off (family sickness, death, parental, etc.) within reasonable limits, and this be reviewed as necessary by the church session. (*Guidelines for suggested leave time are available from the Missions Ministry Team*);
12. that the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Church agrees to review the salary and benefits promised the Reverend \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ at least annually prior to preparing the budgets for the next year;
13. that this contract be for an indefinite period of time, with either party having the privilege and power to terminate it upon the giving of a minimum thirty (30) day notice of intention and desire to do so; and
14. that this contract be entered into with the earnest hope and prayer of all concerned that God will bless the relationship to which the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Church and the Reverend \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ commit themselves by their signatures to this contract, arrived at this \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, A.D. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

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

(name) Clerk of Session (name)

for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cumberland Presbyterian Church Session, Date signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

by official action on the \_\_\_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_, 20\_\_\_\_\_