

## CONTRACT FOR COMMISSIONED RULING ELDER FOR PASTORAL SERVICES

The following contract between the Session of First Presbyterian Church of Butte and Karolee Larson CRE, is for the purpose of providing part-time Temporary Pastoral Services to the Church from January 1, 2023, through December 31, 2023.

### **DUTIES:**

The pastor will be responsible for the following:

- Pray for the Church
- Equip the saints for the work of ministry (Eph 4:12)
- Moderate the session and congregational meetings
- Serve as head of staff
- Lead worship and preach at regular Sunday services
- Emergency pastoral care, other pastoral care as time allows
- Provide administrative leadership
- Officiate weddings and funerals as needed
- Lead new membership classes
- Work with committee chairs
- Administration of sacraments
- Arrange for substitute preachers on Sundays when unable to preach
- Have regular open office hours at the church and/or stated location.

The Congregation and session will be responsible for the following:

- Pray for the pastor
- Pray for the congregation/church
- Support the pastor in our ministry
- Support pastor by honoring a weekly sabbath day of rest
- Provide regular financial compensation according to the terms outlined below
- Provide a performance review to the pastor annually
- Discuss goals for the contract period

During the length of this agreement, the pastor will be accountable to the session and presbytery. It is understood that the pastor will participate in presbytery, along with pastor/training events sponsored by the presbytery. Should the temporary pastor have serious differences or difficulties with any former pastor of the congregation, the matter will be referred to the presbytery. It is understood that the pastor will not be involved in any way with the Pastor Nominating Committee (PNC), except for instances when specifically queried by the chairperson/persons of that committee. Any questions, concerns, or suggestions regarding the PNC's search process shall be fielded by the presbytery liaison.

This agreement may be terminated by either party (session or pastor) upon 30 days written notice. This agreement may be extended in one (1) to twelve (12) month increments, upon written notice to, and the approval of, the presbytery. It is understood that the pastor will participate in an exit interview conducted by the presbytery.

**Terms:**

The pastor is employed on a part-time basis, serving approximately 20-30 hours weekly, as continuing studies/exams allow. Compensation for the twelve months of this contract is shown in the following table:

<b>Effective Salary:</b>		<b>Reimbursable Expenses:</b>	
Cash Salary	3,846.81	Automobile (current IRS rate)	
Housing Allowance	26,000	Church/Presb. business only	
Effective total salary	29,846.81	Continuing Education	600
		(Cumulative to 3 years)	
		Book Allowance	300
		Professional Expenses	300
		Total Reimbursable expense	1,200

- 2 weeks study leave, cumulative to 6 weeks, including 2 Sundays
- 4 weeks of vacation, including 4 Sundays
- Family Leave Policy
- Unpaid post-graduation sabbatical in June/July
- Social Security Offset TBD
- Board of Pensions, pension only, 8.5% of effective Salary: 2,536.97

Total Package (Effective Salary + Reimbursable + Board of Pensions): \$33,583.78 TBD with SS

**Approvals:**

The session approved this contract and its conditions on December X, 2022

Signed: (Clerk of Session) \_\_\_\_\_ Date: \_\_\_\_\_

I Agree to accept the terms of this contract:

Signed: (Pastor) \_\_\_\_\_ Date: \_\_\_\_\_

The presbytery approved this contract and its conditions on \_\_\_\_\_

Signed: (PMT) \_\_\_\_\_ Date: \_\_\_\_\_