

## **Pastoral Ministry Team's Report To Presbytery (November 2021) – Part II**

Attached you will find:

Letter from RE Debbie Ernst (Chair of the IPNC for FPC Bozeman)

PIF for MWS Ashley Birk

Proposed contract between MWS Ashley Birk and FPC Bozeman.

**Motion:** The Pastoral Ministry Team recommends that Presbytery approve Ashley Birk as Interim Pastor at FPC Bozeman and for membership in Yellowstone Presbytery.

**Motion:** A motion is needed to approve the contract between Ashley Birk and FPC Bozeman. The Pastoral Ministry Team was not able to vote on this contract due to it just recently being finalized.

November 4, 2021

Hi Debbie & JP

As Chair of the IPNC committee at FPC Bozeman, here is the status of our search for an interim Pastor. We received a number of PIFs not only from the CLC matching tool but several self referrals. After many prayerful reviews, interviews, reference checks, listening to sermons, and discussions, it was clear that Pastor Ashley Birk rose to the top of the candidate pool. We felt the Holy Spirit leading us to select her for this position. Pastor Ashley's confidence, education, energy, strength, and vitality matches our church's needs and we feel she is a very good fit for our congregation. By unanimous vote we recommended Ashley to the Session.

The Session of First Presbyterian Church in Bozeman voted to offer the Revered Ashley Birk the position of our Interim Pastor by a unanimous vote,.

Pastor Ashley emailed me her official acceptance as well.

Attached please find Ashley's PIF and the Covenant/contract with Ashley.

Please do your part as PMT to get this posted and presented as part of your report to the Presbytery.

Due to the sensitive nature of this process and the timing, would you please be respectful to Ashley and keep confidential until Ashley gives the word that we can make public after she has a chance to inform her congregation (probably the middle of next week).

Thank you so much for your prayers and consideration,

God Bless,  
Debbie Ernst  
IPNC chair

**Church Leadership Connection**  
**The Call System for the Presbyterian Church (U.S.A.)**

<b>Detailed Info for PIF #: 100028340.1</b>	
Professional ID:	100028340
Name:	Ashley Anne Birk
Phone:	(303) 919 9105
Alternate Phone:	
Fax:	
E-Mail:	ashleyabirk@gmail.com
Address:	5721 W 23rd Ave Kennewick, WA 99338
Actively Seeking?:	Yes, Actively Seeking
Ecclesiastical Status:	Teaching Elder
Presbytery Membership:	Northwest Coast
Ordination Date:	11/17/2013
Formal Education:	Princeton Theological Seminary, Princeton, NJ Master of Divinity, May 2011  Colorado State University, Fort Collins, CO Bachelor of Arts in Economics, Dec. 2007 University Honors Scholar Graduated <i>Summa Cum Laude</i>
Continuing Education:	Nonprofit Leadership Skills for Pastors Northwest Coast Presbytery May 2021 - present  Whitworth Ministry Summit (formerly Whitworth Institute of Ministry) Whitworth University, Spokane, WA June 2021, 2019; July 2018, 2016, 2015 & 2014  Emerging Marketing & Social Media Strategies Lodestar Center for Philanthropy and Nonprofit Innovation - Nonprofit Management Institute Arizona State University, Phoenix, AZ May 2021  Certificate in Optimizing Human Resource Strategies in Nonprofits Lodestar Center for Philanthropy and Nonprofit Innovation - Nonprofit Management Institute Arizona State University, Phoenix, AZ Awarded December 2020 Coursework: <ul style="list-style-type: none"> <li>• Maximizing Human Potential in Nonprofits</li> <li>• Becoming a Champion of Change</li> <li>• Engaging and Developing Volunteers</li> <li>• Communicating with Purpose</li> </ul> Leadership and Anxiety in the Church: A Family Systems Perspective Lombard Mennonite Peace Center, Lombard, IL (online workshop) September 2020  Casting the First Stone: Mimetic Contagion and Church Conflict Lombard Mennonite Peace Center, Lombard, IL (webinar) September 2020  Grief in the Time of Covid-19: A Family Systems Approach to Pastoral Care Lombard Mennonite Peace Center, Lombard, IL (webinar) August 2020

**Church Leadership Connection**  
**The Call System for the Presbyterian Church (U.S.A.)**

	<p>Conflict Transformation Skills for Churches  Lombard Mennonite Peace Center, Lombard, IL (online workshop)  August 2020</p> <p>High Impact Leadership  Lodestar Center for Philanthropy and Nonprofit Innovation - Nonprofit Management Institute  Arizona State University, Phoenix, AZ  June 2020</p> <p>Impactful Board Governance  Lodestar Center for Philanthropy and Nonprofit Innovation - Nonprofit Management Institute  Arizona State University, Phoenix, AZ  August 2019</p> <p>Festival of Homiletics  Metropolitan A.M.E. Church, Washington, D.C.  May 2018</p> <p>PCUSA Credo  Solomon Episcopal Center, Loranger, LA  November 2017</p> <p>Transitional Ministry Training I  Princeton Theological Seminary, Princeton, NJ  October 2016</p> <p>IYM Youth Ministry Conference  Princeton Theological Seminary, Princeton, NJ  April 2012, 2011</p>	
Employment Type:	Full-time	
Minimum Effective Salary:	\$60,000 / Year	
Position Types and Experience Level	<p>Solo Pastor</p> <p>Head of Staff (Multi-Staff Pastor, who supervised two or more teaching elders and other staff)</p> <p>Head of Staff (who supervised one teaching elder and other staff)</p> <p>Associate Pastor (Christian Education)</p> <p>Associate Pastor (Other)</p> <p>Pastor Interim</p> <p>Pastor (for a designated term)</p> <p>Co- Pastor</p> <p>Executive Pastor</p> <p>Chaplain</p> <p>Campus Ministry</p>	<p>0 to 2 Years</p> <p>No Experience</p> <p>0 to 2 Years</p> <p>5 to 10 Years</p> <p>5 to 10 Years</p> <p>0 to 2 Years</p> <p>0 to 2 Years</p> <p>0 to 2 Years</p> <p>0 to 2 Years</p> <p>0 to 2 Years</p> <p>0 to 2 Years</p>
Geographic Choices:	<p>Arizona</p> <p>Colorado</p>	

**Church Leadership Connection**  
**The Call System for the Presbyterian Church (U.S.A.)**

	Idaho Kansas Montana Nebraska New Mexico Nevada Oregon Utah Washington Wyoming
--	---

Languages:	English
Other Languages:	

Leadership Competencies:	Compassionate Preaching and Worship Leadership Spiritual Maturity Teacher Communicator Organizational Agility Strategy and Vision Collaboration Interpersonal Engagement Self Differentiation
--------------------------	--

Training / Certification:	Clinical Pastoral Education Training Interim Ministry Training Week 1 by PC(U.S.A.) at Princeton, NJ in 2016
---------------------------	--

Other Training:	Youth Mental Health First Aid (Sept 2019)
-----------------	---

Clergy Couple?	No
----------------	----

Housing Type:	Open to Manse/Housing Allowance
---------------	---------------------------------

Work Experience:	<p><b>Associate Pastor, Kennewick First Presbyterian Church (Kennewick, WA), 470 member congregation, multi-pastor and multi-staff church, mid-sized metropolitan area, Sept. 2013 – present</b></p> <ul style="list-style-type: none"> <li>• Associate Pastor, Nov. 2016 – present</li> <li>• Designated Associate Pastor, Jan. 2015 – Nov. 2016</li> <li>• Interim Associate Pastor of Spiritual Development, Sept. 2013 – Jan. 2015</li> </ul>
------------------	---

## **Church Leadership Connection**

### **The Call System for the Presbyterian Church (U.S.A.)**

As Associate Pastor, my responsibilities have changed over time to meet the needs of a congregation in transition.

Highlights include:

- Led the congregation and staff through significant pastoral transition
- Oversaw a successful restructuring of the Deacon Board and developed the Homebound Communion ministry to better meet the care needs of the congregation. Equipped and empowered the Deacons through regular leadership retreats, training opportunities, guest speakers, and studies
- Led a mission team to Uganda to further the church's partnership with the African Children's Choir, resulting in increased support for the Choir and meaningful cross-cultural relationships. Co-led a mission trip to Jamaica with Embracing Orphans.
- Provided pastoral guidance and support for the Serve the World Team, encouraging and empowering the team to develop new partnerships and mission efforts
- Shared the preaching ministry with the Senior Pastor, creating sermon series and preaching at least one Sunday per month plus seasonal midweek services
- Supervised the Children's, Youth & Family Ministry Staff and Summer Interns and functioned as the primary pastoral liaison to the Find Community Team
- Oversaw the Adult Discipleship ministries of the church; planned and taught Adult Education, New Member, and Confirmation Classes

**Youth Director (Interim), Sewickley Presbyterian Church (Sewickley, PA), 1000 Member Congregation, Suburban Area, Jan. 2012 – May 2013**

- Led the youth ministry through a period of transition. Intentionally focused on planting seeds for future youth ministry growth as staff lead for the Youth Ministry Committee
- Recruited and equipped the youth ministry's volunteer leaders; provided pastoral care for youth and their families; led a senior high mission trip and co-led a family mission trip to Appalachia
- Assisted in worship leadership weekly, preached quarterly, and led special services
- Partnered with the local YMCA's after-school teen center to build relationships of support and encouragement with area youth

**Student Chaplain, Trenton Psychiatric Hospital (Trenton, NJ), State Hospital, Sept. 2010 – May 2011**

- Compassionately ministered to inpatient clients living with severe and persistent mental illness as the designated chaplain for the chronically ill women's unit and the mentally ill/medically fragile unit.
- Led a year-long spirituality group for patients residing in the Transitional Living Unit
- Assisted and led chapel services for patients with diverse mental, physical and spiritual health needs and diverse socio-economic, racial/ethnic, and educational backgrounds
- Cultivated a ministry of presence, built nonjudgmental relationships of trust with patients, and met with patients for pastoral counseling

**Pastoral Ministry Intern, First Presbyterian Church/Tower Hill (Red Bank, NJ), 1300 Member Congregation, Suburban/Metropolitan Area, Summers 2009 and 2010**

- Came alongside the Nurture Team to provide pastoral care for a large congregation; engaged in hospital and home visitation and led chapel services at a local nursing home
- Provided leadership and continuity for the youth ministry during a period of transition in the ministry's leadership.
- Co-led four youth mission trips and chaperoned a youth bell choir trip to Germany
- Assisted in worship weekly, preached and helped teach the Pastor's Summer Bible Study

**Adult Education Intern, Allentown Presbyterian Church (Allentown, NJ), 600 Member Congregation, Suburban/Small Town Community, Sept. 2009 – May 2010**

- Led the adult education team and coordinated the adult education ministry in keeping with the church's vision for adult education; planned and taught adult education classes
- Recruited a Princeton Seminary faculty member to teach a well-attended class on the origins and interpretation of Scripture
- During my year at Allentown, the church was pleased to see a noticeable increase in participation in adult education

**Youth Ministry Intern, Calvin Presbyterian Church (Shoreline, WA), 500 Member Congregation, Suburban Community, June 2008 – Aug. 2008**

- Collaborated with a diverse team of interns to develop the summer youth program for the church
- Organized a youth-led worship service and a senior high summer retreat, created and taught a senior high youth group series, and mentored youth and college students

**Program Staff/Administrative Assistant, Easter Seals Colorado's Rocky Mountain Village (Empire, CO), Residential Camp for People with Disabilities, Summers 2005 and 2006**

- Developed and led camp activities adapted to meet the needs and abilities of children and adults with developmental and physical disabilities.
- Acted as the main line of communication between the camp and the Easter Seals main office and provided administrative support as the camp's administrative assistant

## Church Leadership Connection

### The Call System for the Presbyterian Church (U.S.A.)

- Worked collaboratively and productively with people of diverse religious beliefs, perspectives, life experiences and abilities

Other Services:

#### **Northwest Coast Presbytery, WA**

- Commission on Preparation for Ministry (CPM), 2017 - Present
- 223rd General Assembly Commissioner, June 2018\*
- Administrative Commissions for Installation (2), Spring 2017
- Covenant Mission Partner Task Force, Summer/Fall 2016
- Pulpit Supply

\* To view my July 8, 2018 sermon in which I reflect upon my experience as a GA commissioner, go to Kennewick First Presbyterian's YouTube channel: <https://www.youtube.com/watch?v=ZauzZzjZ0p4> The sermon begins at minute 23:10

#### **Princeton Theological Seminary, Princeton, NJ**

- Student Deacon, Sept. 2009 – May 2011

Describe a moment in your recent ministry that you recognize as one of success and fulfillment.

In February 2020 (before the pandemic halted international travel), I was privileged to lead a team of 6 people on a mission trip to Kampala, Uganda to further Kennewick First Presbyterian's partnership with the African Children's Choir. The trip required nearly 9 months of careful yet flexible planning, preparation (including cultural awareness training) and team building. Furthermore, the trip demanded that each team member contribute their particular gifts, skills, vocational training/experience, and material resources to the team in order to accomplish what the Ugandan Choir staff was asking us to do. While in country, our team needed to adopt a posture of openness and curiosity, learn from and take direction from the Ugandan staff and students, flexibly respond and adapt to last-minute changes, work through challenges positively, and care for one another daily. Only together could we serve both the church and the African Children's Choir well by our time and presence in Uganda. I consider this trip a moment of great success and fulfillment because, as the pastoral lead, I was able to function as one member of Christ's body working in concert with other members of the body. Watching the members of our team effectively utilize their gifts and graciously take turns leading and following was a joy and reminded me why I am committed to equipping and empowering others for the work of ministry.

To view a video of our experience, go to: [https://www.youtube.com/watch?v=W\\_8Lsr1u\\_wM](https://www.youtube.com/watch?v=W_8Lsr1u_wM)

Describe the ministry setting to which you believe God is calling you.

I believe God is calling me to serve a congregation that is grounded in grace, growing in faith, and generous in love for both God and neighbor - the kind of love that overflows into the wider world in acts of caring hospitality and humble service. Given the complexities of engaging in ministry in our 21st century, post-pandemic context, I also am eager to serve a congregation that exhibits a spirit of openness and curiosity and a desire to joyfully lean into God's unfolding future together. I believe that we who are committed to walking in the ways of Jesus are on a holy journey, and that we cannot and should not navigate this journey alone. Hence, I believe that ministry is fundamentally relational and is best done in partnership, as pastor(s), staff, and lay leaders alike bring our authentic selves to the table to encourage one another, challenge one another, forgive one another, and offer one another our gifts for the building up of the body of Christ. As we do these things, we will learn and grow to become more like Christ. Thus, I hope to serve a community that is committed to doing life together in this way. To this community, I will bring the gifts, skills and passions God has given me and continues to refine in me. I am passionate about preaching and teaching the word of God, encouraging and empowering others for the work of ministry, fostering authentic Christ-centered community, and compassionately walking alongside others through the peaks and valleys of life.

What areas of growth have you identified in yourself?

God has given me rich and varied experiences in my current call. I have had the privilege of leading in many different ministry areas and under several heads of staff, as well as functioning as lead pastor during a season of transition. These experiences have helped me understand my gifts more clearly and have afforded me numerous opportunities for growth. In recent years, I have focused my attention more deeply on the administrative aspects of leadership demanded of a pastor. I have become more aware of and attentive to how healthy organizational systems and structures, financial practices, and communications channels and infrastructure lay a positive foundation for pastor(s) and lay leadership alike to shepherd a congregation and lead with vision, purpose and clarity. I have come to realize that attending to the administrative aspects of pastoral ministry is fundamentally an act of stewardship - a way of caring for and investing in the things entrusted to us by God. Going forward, I would like this understanding of healthy administration as stewardship to inform the way I approach my own administrative responsibilities as well as how I speak about administration and partner with staff and lay leaders in carrying out their administrative responsibilities.

## Church Leadership Connection

### The Call System for the Presbyterian Church (U.S.A.)

Describe a time when you have led change.

In January of 2015, after the church's senior pastor of 25 years retired from his role, I became the acting head of staff until an interim senior pastor was hired in Sept 2015. The senior pastor's departure followed on the heels of several other staff transitions and came during a time in which the lay leadership of the church was wrestling with its denominational identity and sense of congregational calling. During this period of uncertainty, my work was to shepherd the church through the longer-than-anticipated pastoral transition, helping the congregation to grieve the loss of an important pastoral relationship, actively "wait on the Lord," and look with hope toward the future. During this time, I prioritized the worship and pastoral care ministries of the church as well as healthy communication and connection. In addition, with the help of Renewal Ministries Northwest, I walked alongside the session as they engaged in a process of communal spiritual discernment that ultimately brought the session to a place of consensus. Finally, I provided leadership and direction for the staff, including our commissioned pastor, as together we continued the daily ministry of the church. Following the arrival of an interim senior pastor in Sept 2015, I engaged in intentional transitional ministry in collaboration with the interim, focusing particularly on program & staff evaluation, leadership development, and restructuring the Deacon Board to better meet congregational care needs.

Optional Links:

My website contains sermon videos, presentations, pictures, and additional ministry and biographical information: <https://ashley-birk.squarespace.com>

Recent sermons may also be viewed at <https://kfpc.org/sermons/> and worship services may be viewed in their entirety on Kennewick First Presbyterian's YouTube channel: <https://www.youtube.com/channel/UChsJC7Q7nziul-b626OS-VA/videos>

Statement of Faith:

I believe in the Triune God who creates, sustains, and redeems the world. It is this God whom I love and seek to serve.

I believe God created the world and called it good, but that human beings, created in the divine image, have sinned and fallen short of the glory of God (Rom. 3:23). Yet God, out of God's deep love for creation, has not condemned us. Instead, God graciously chose to preserve life on earth; elected a people, Israel, to be a blessing to the nations; and gave God's only begotten Son, Jesus Christ, the Lord of all creation and Savior of the world. In the incarnation of Jesus, the only one who is both fully human and fully divine, God "moved into the neighborhood" (Jn. 1:14 The Message). He healed the sick, broke bread with tax collectors and sinners, called persons to repentance and the ministry of reconciliation, and proclaimed the good news of the Kingdom of God. Through Christ's life, death, and resurrection, Jesus redeemed us from our sins, granted us the gift of new life, inaugurated the coming Kingdom of God, and assured us of God's ultimate victory over sin and death. I believe all who have a mustard seed of faith are part of Christ's body, the Church, and that we are called to be God's faithful servants and witnesses in the world, proclaiming the Gospel of Christ and prayerfully seeking God's peace, restorative justice, and healing in the world.

I believe in the Holy Spirit, who is alive and at work as the power of God in the world. I believe God's Spirit grants us the gift of faith, binds us to Christ and Christ's church, inspires and empowers us to do God's will, and helps us in our weakness. God's Spirit calls us, the community of faith, to gather together for worship and the celebration of the sacraments, and God's Spirit sustains us as we go out into the world in ministry and mission.

I believe the Church is Christ's body, the community of believers united by God's love in Christ, and that the sacraments we celebrate in worship are visible signs and seals of God's grace to us. Through the everyday, earthy, tangible elements of water, wine and bread, God communicates God's love for and faithfulness to us and assures believers of our inclusion in God's kingdom and kin-dom.

I believe Christ will come again, and that we can look forward to the day of Christ's return, when heaven and earth will meet and God's reign will be complete. Until that day, we pray "Thy kingdom come, Thy will be done."

I believe Scripture is the Word of God written, and that God has given us Scripture as the unique and authoritative witness to Jesus Christ and God's redeeming and transforming work in the world. Through Scripture, I find that I am a sinner loved by God; that it is by grace I have been saved; that I am called to do good works, which God prepared beforehand (Eph. 2:10); and that my primary calling in life is to love the Lord my God with all my heart, soul, mind and strength and to love my neighbor as myself. Amen.



**Church Leadership Connection**  
**The Call System for the Presbyterian Church (U.S.A.)**

References:		
# 1	Name	Bob Merriman
	Relation	Commissioned Pastor, Kennewick
	Phone	(509) 366-2389
	Address	3816 W 36th Ave, Kennewick, WA 99337
	E-Mail	rdmerriman54@gmail.com
# 2	Name	Corey Schlosser-Hall
	Relation	Executive Presbyter, Northwest
	Phone	(425) 985-3787
	Address	PO Box 583, Woodinville, WA 98072
	E-Mail	corey@northwestcoast.org
# 3	Name	Ann Hall
	Relation	Late Rev. C. Craig Hall's wife
	Phone	(509) 981-4591
	Address	12916 N. Hauser Lake Rd, Hauser, ID 83854
	E-Mail	antoniachall@gmail.com
# 4	Name	John LaFemina
	Relation	Ruling Elder, Kennewick First
	Phone	(509) 947-4949
	Address	1406 S. Kellogg St, Kennewick, WA 99338
	E-Mail	jpldedhed@aol.com
# 5	Name	Rev. Dr. Rob Hagan
	Relation	Former Senior Pastor, Kennewic
	Phone	(509) 521-5400
	Address	2001 NE 181st Ave Vancouver, WA 98684-0764
	E-Mail	rob.hagan@presbyterianfoundation.org
# 6	Name	Melissa Whitmore
	Relation	Staff Spouse/Member/Friend
	Phone	(509) 831-0156
	Address	1102 N Irving Pl, Kennewick, WA 99336
	E-Mail	melissalwhitmore@gmail.com
Sexual Misconduct Self-Certification Statement:		<p>I certify below that no civil, criminal, ecclesiastical complaint has ever been sustained or is pending against me for sexual misconduct; and I have never resigned or been terminated from a position for reasons related to sexual misconduct.</p> <p>I have read this certification and release form and fully understand that the information obtained may be used to deny my employment or any other type of position from the employing entity. I also agree that I will hold harmless the employing or judicial authority or any other entity from any and all claims, liabilities, and causes of action for the legitimate release of any information related to sexual misconduct.</p>

**Church Leadership Connection**  
**The Call System for the Presbyterian Church (U.S.A.)**

*This PIF was last updated at 7/16/2021 2:57:57 PM. Ashley Anne Birk is a member of the Presbytery of Northwest Coast. As of this date, no allegation or charges are pending against the member, nor is the member currently under judicial censure limiting the ministry or under supervised rehabilitation. The receiving body should always call the presbytery to ask for further information about any applicant, including their ministry and activities within the presbytery of membership.*

*This PIF is in the Church Leadership Connection database*

The following contract between the session of First Presbyterian Church Bozeman, MT and the Rev. Ashley Birk, is for the purpose of providing pastoral services as Interim Pastor of the Church for a period of one year. The contract is to begin on January 16, 2022.

#### DUTIES:

The pastor will be responsible to:

- Plan, prepare, and lead the worship services and the technology team
- Administer the sacraments and officiate at weddings, baptisms, and funerals
- Be a teacher of the Word by providing spiritual and administrative leadership to the congregation, including its Christian Education ministries, and Rockhaven Camp
- Encourage and support the youth and adult mission trips
- Work with the PresbyCat coordinator
- Lead new members class
- Supervise the staff as head of staff and administration
- Moderate Session and Congregational meetings, train newly elected officers
- Serve as an ex-officio member of the Endowment Board of Trustees, committees of Session, Deacons, and the Pandemic Response Team
- Author PresbyEnews articles
- Engage in pastoral care, such as hospital visitations when allowed, be aware of and provide support for those with special concerns and struggles including those who have been isolated during COVID
- Coordinate with the Congregational Life and Care Committee, which was established for this interim period
- Disciple, equip, empower and challenge members and friends of the congregation to grow deeper in faith, discover and identify their individual gifts, and participate in ministry and mission; enabling them to know they are valued and needed in this body of Christ and sent into the world as Christ's ambassadors
- Be an active member of Yellowstone presbytery
- Inspire, guide, assist and be the leader/facilitator of the congregation in forming a vision for the future and moving forward in the process of selecting a called, installed pastor
- Lead and equip the church in understanding, engagement with, and mission in the wider community
- Nurture one's own physical and spiritual life and love for God, engaging in regular spiritual practices, including Sabbath keeping, and praying for the congregation and community.

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

- partner with the pastor in the shared work of transitional ministry
- pursue an active faith life, seeking to continually grow in faith and respond to God's callings
- 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; provide an exit interview upon completion of the pastor's interim ministry
- pray for the pastor during this contract period
- negotiate goals for contract period
- participate in the wider ministry and mission of Yellowstone Presbytery, when needed/as appropriate

During the length of this agreement, the pastor will be accountable to the presbytery. It is understood that the pastor will become an active member of Yellowstone Presbytery. Should the Interim Pastor have any serious differences or difficulties with any former pastor of this congregation, the matter will be immediately referred to the presbytery. It is understood that the pastor will not be involved in any way with the Pastor Nominating Committee, except to facilitate that committee's regular reports to the session and the congregation, and to advise the committee in terms of process *if needed and only in consultation with and agreement of the presbytery liaison*. Any concerns or suggestions about the congregation's search for a new pastor shall be carried to the presbytery liaison. It is understood by all parties that the pastor under contract may not be considered for the installed pastoral position in this congregation.

This agreement may be terminated by either party (session or pastor) upon 45 days written notice.

This agreement may be extended in one to 12 month periods, upon written notice to, and the approval of, the presbytery. 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 basis serving approximately 40 hours per week, and will be compensated as follows:

Effective Salary split between Cash salary and Housing Allowance \$90,000  
Board of Pensions fees cover Pension and Health (formula 37% of effective salary) \$33,300  
Retirement Savings \$1,200  
Mileage Allowance \$900 reimbursable  
Study Allowance \$1500 reimbursable, cumulative to 3 years  
Discretionary Allowance \$400 reimbursable  
Total Package \$127,300

**Other benefits:**

5 weeks of vacation including 5 Sundays  
2 weeks of study leave including 2 Sundays cumulative to 6 weeks in 3 years  
Follow the Yellowstone Presbytery Family Leave Policy as attached.  
Reimbursable moving costs up to \$10,000

**APPROVALS:**

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

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: (pastor) \_\_\_\_\_ Date: \_\_\_\_\_

*Signed copies to be given to: 1) the minister, 2) the clerk of session, 3) the presbytery and 4) the minister's presbytery of membership/care (if other than the presbytery of this congregation).*