

COMMISSIONED PASTOR CONTRACT - Year \_\_\_\_\_

The Session of \_\_\_\_\_, a congregation of the Presbytery of Milwaukee enters into the following contract with Commissioned Pastor \_\_\_\_\_ beginning on \_\_\_\_\_. \_\_\_\_\_ was commissioned by the Presbytery of Milwaukee to serve \_\_\_\_\_ on \_\_\_\_\_, 20\_\_\_\_\_.

**Expectations**

This ministry will include **(Please check all fields pertaining to this position.)**

- \_\_\_\_\_ Worship leadership and preparing the bulletin (Specify Sundays if less than full time)
- \_\_\_\_\_ Moderator of Session (and congregational meetings)
- \_\_\_\_\_ Pastoral calls to the ill, homebound, and as needed to other members
- \_\_\_\_\_ Officiate at weddings and funerals as requested by the session
- \_\_\_\_\_ Assist the church committees, boards, and session to carry out assigned tasks
- \_\_\_\_\_ Administrative duties
- \_\_\_\_\_ Exercise voice and vote in presbytery
- \_\_\_\_\_ Other:\_\_\_\_\_
- \_\_\_\_\_ Other:\_\_\_\_\_
- \_\_\_\_\_ Other:\_\_\_\_\_

The Session estimates that fulfilling these duties will require \_\_\_\_\_ hours per week.

**COMPENSATION**

The minimum hourly rate for Commissioned Pastors for 2023 is \$20.69/hr.

- 1. Salary (12 month equivalent) \$ \_\_\_\_\_
- 2. Housing \$ \_\_\_\_\_
- 3. Contributions to health insurance \$ \_\_\_\_\_
- 4. Additional Compensation or Allowances (please specify below) \$ \_\_\_\_\_
- \_\_\_\_\_
- 5. FICA/SECA \$ \_\_\_\_\_

6. Vacation **Minimum** of four weeks including four Sundays

(If greater, please indicate here \_\_\_\_\_)

7. Paid Sick Leave (up to 10 days for each year of service)

**Total** \$ \_\_\_\_\_

**Professional Reimbursable Expenses**

1. Mileage Reimbursement at current IRS rate \$ \_\_\_\_\_

2. Continuing Education

a. Reimbursable expenses (travel, lodging, fees, materials)

(Accumulative to 3 years) \$ \_\_\_\_\_

b. \_\_\_\_ Minimum 2 weeks/year including 2 Sundays accumulative to 3 years

\_\_\_\_ Other: \_\_\_\_\_

3. Professional Expenses \$ \_\_\_\_\_

Salary will be paid (check one) \_\_\_\_ monthly; \_\_\_\_ twice a month on the \_\_\_\_ and \_\_\_\_;  
or \_\_\_\_ bi-weekly

**By signing below, the parties acknowledge that they have read and agree to the Pastoral Personnel Policies, the Ethical Boundaries Policy and the Dissolution Policy of the Presbytery of Milwaukee (all are found on the Presbytery’s website under Documents & Resources/Commission on Transitional Ministries; [www.pbymilwaukee.org/commission-on-transitional-ministries.html](http://www.pbymilwaukee.org/commission-on-transitional-ministries.html)).**

Date of Session conference with Commissioned Pastor: \_\_\_\_\_

Date of Session action: \_\_\_\_\_

Clerk of Session signature: \_\_\_\_\_ Date: \_\_\_\_\_

Pastor signature: \_\_\_\_\_ Date: \_\_\_\_\_

CPM Moderator signature: \_\_\_\_\_ Date: \_\_\_\_\_

“By action of the presbytery, this relationship was recorded in the rolls and records of the Presbytery and the General Assembly.”

Stated Clerk (or Associate Stated Clerk) signature: \_\_\_\_\_