

**POSSIBLE GUIDELINES FOR CONTRACTING:**

In the area of negotiating compensation for a temporary pastor, a Session needs to recognize that the level of experience and skills may mean compensation at or above the previous pastor's package. Other factors may also impact compensation. For example, even though a manse or housing allowance is being provided, a temporary pastor may now be incurring extra expenses for two residences.

Similarly travel expenses may need to take into account occasional trips back to the pastor's "home base." Moving expenses both to and from the field may need to be considered. The short-term nature of temporary ministry work also creates more financial pressure than is normal, since there may be times when a new contract is not immediately available.

In terms of the Presbyterian Pension Program, circumstances also differ if a temporary pastor has an active or retired status. For retired persons in particular, special considerations may need to be made, such as assistance with Major Medical or medical deductibles. Compensation packages similarly need to take into account Social Security provisions with more for housing and other fully reimbursed expenses than cash salary, for example.

Presbytery compensation minimums must be met. While components in transitional pastor training focus on such special circumstances for retired persons in general, consultation with one's Regional Representative for the Board of Pensions is always advisable.

Clear provisions for termination are beneficial to both the temporary pastor and the session. Given the unique problems of pursuing interim placement, a thirty-day notice might be appropriate on the part of the pastor, while a church might more readily be able to give a sixty-day notice. In either instance, there should be a conscious effort by the temporary pastor to keep abreast of the progress in the regular search process. It is helpful to build into the temporary pastor's contract provisions for "transitional support", to provide salary continuance, or at least minimal Pension and Major Medical benefits, for a period from thirty to sixty days if s/he is searching for a new position after completion of the previous position.

Given the grief process often related to a successful interim, a termination date two weeks to a month before the new pastor arrives may also need to be considered. This provides a needed transition for the church to the new pastor and a great opportunity for building linkages with the governing body through the use of ministers and staff from the presbytery or synod.

See the sample contract on the next page