

2025 Interim/Transitional Pastor Covenant Form

Presbytery of the James

To be Completed by the Session

Please send this completed and signed two-page document to com@presbyteryofthejames.org

On this date,		For the		Church, in		, Virginia
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The effective date is of this covenant is	
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Check all that apply:	Full-time		Part-time		If part-time, how many hours?	
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The church will pay moving expenses up to	\$
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The church will annually review the adequacy of compensation and follow the presbytery's compensation guidelines. If this is a part-time covenant, Board of Pension dues are applicable at 20 hours or above).

Compensation					
Total Annual Cash Equivalent:		\$	(\$72,000 is presbytery's minimum), divided using option A, B, or C:		
A. With Housing and Utilities		B. With Manse, No Utilities Provided		C. With Manse & Utilities	
Annual cash salary:	\$	Annual cash salary:	\$	Annual cash salary:	\$
Housing/Util allow:	\$	Manse value:	\$	Manse value:	\$
		Util/furnishing allow:	\$	Utilities are provided:	Yes
Benefits					
D. Self-employment tax (.0765 X total cash equivalent):			\$		
E. Pension & Major Medical dues (37% X total cash equivalent):			\$		
F. Study Leave (2 weeks minimum)					
G. Vacation (4 weeks minimum)					
Professional Reimbursements					
H. Auto/travel expenses (IRS rate)			\$		
I. Study leave expenses (presbytery minimum \$1,000)			\$		
Other (please specify, e.g., compensation, benefits, reimbursement)					
			\$		

Duties of an Interim/Transitional Pastor	Other Duties in Order of Priority (worship, moderating, training Session, hospital visitation, teaching, etc.)
Celebrating the church's history.	
Strengthening and continuing ties with presbytery, synod and GA.	
Leading the church to a renewed vision for their church (mission study).	
Providing for smooth transitions of congregational leadership.	
Preparing the way for a new pastor.	
<p>Note: The integral relationship of COM to churches in transition requires regular and transparent communication between COM, Interim leadership and Session. To that end, the filing of a quarterly report by Interim personnel with the Transitions Relations (TR) sub-committee is required.</p>	

Signatures			
Clerk of Session		Date:	
Interim/Transitional Pastor:		Date:	
COM Approval:		Date:	

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