

2023 Presbytery of South Louisiana

Terms of Call for an Installed Pastor or Associate Pastor

The _____ Presbyterian Church (USA) of (location) _____ belonging to the Presbytery of South Louisiana, being well satisfied with your qualifications for ministry and confident that we have been led to you by the Holy Spirit as one whose service will be profitable to the spiritual interests of our church and fruitful for the Kingdom of our Lord, earnestly and solemnly calls you (name) _____ to undertake the office of _____ this congregation.

That you may be free to devote yourself _____ Full-time (*35 hours per week or more, according to the Board of Pensions*)
 _____ Part-time _____ (Number of hours per week)

to the ministry of the Word and Sacrament among us, we promise and obligate ourselves to pay you the amounts below:

INCOME

(Income subject to SECA calculation)

1. Annual Cash Salary	\$ _____	
2. Housing /Utilities/Manse	\$ _____	
3. Total SECA Income		\$ _____

(Income NOT subject to SECA)

4. Deferred Compensation <i>(eg. 403(b) employee contributions, etc)</i>	\$ _____	
5. Other (specify) _____	\$ _____	

6. TOTAL EFFECTIVE SALARY (Add lines 3+4+5):	\$ _____
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MEDICAL AND PENSION (Pastor's Participation Dues): (G-2.084)

please use the BOP compensation calculators to determine the most accurate amounts below
<https://www.pensions.org/what-we-offer/employer-guidance/calculators>

7. Paid to Board of Pensions for Pension, Medical, & Death and Disability	\$ _____	
8. Paid to Board of Pensions for Optional Benefits (specify) <i>(eg. Vision, Dental etc...)</i>	\$ _____	

9. TOTAL PAID TO BOARD OF PENSIONS (Add lines 7+8):	\$ _____
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ALLOWANCES:

10. SECA tax allowance, up to 50% (<i>7.65% x line 3</i>)	\$ _____	
11. Other Allowances (specify) <i>eg. Employer 403(b) match</i>	\$ _____	

12. TOTAL ALLOWANCES (Add lines 10+11):	\$ _____
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REIMBURSABLE EXPENSES:

13. Automobile	\$ _____	
14. Continuing Education (minimum \$500.00)	\$ _____	
15. Professional	\$ _____	
16. Other (specify) <i>eg. Reimbursed Moving Expenses</i>	\$ _____	

17. TOTAL REIMBURSABLE EXPENSES BUDGETED (Add lines 13+14+15+16):	\$ _____
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18. TOTAL COST TO CHURCH (Add lines 6+9+12+17):	\$ _____
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OTHER BENEFITS:

Vacation _____ weeks (PSL minimum of 4 weeks/year)

Study leave _____ weeks (PSL minimum of 2 weeks, cumulative to at least 6 weeks over 3 years)

Other (specify) _____

SEVERANCE INFORMATION:

In the event that the pastoral relationship effected in this call should be dissolved without your having received a call to other work, we agree to Severance Pay with full salary and benefits (excluding reimbursable expenses) for a period of at least three months beginning the day the pastoral relationship is declared dissolved by the Committee on Ministry of the Presbytery of South Louisiana. Under extenuating circumstances, Severance Pay may be granted for a longer period of time at our discretion with approval of the Committee on Ministry of the Presbytery of South Louisiana. If you receive another call or other full-time employment, such Severance Pay shall cease effective the day your call or other full-time employment begins. We understand this provision for Severance Pay may be waived by our request with the approval of the Committee on Ministry of the Presbytery of South Louisiana in the event of disciplinary action or pending disciplinary action against you.

APPROVAL:

The members of this congregation, in a congregational meeting on _____ (date), reviewed the terms and approved these terms of call for _____, effective _____ (date).

The terms of this call will be renewed at the beginning of each calendar year after an annual review, unless specifically changed by a vote of the congregation. For tax purposes, changes are effective on the date they are approved by the congregation at a congregational meeting. They are not retroactive, so please act promptly.

Clerk of Session or Congregational Witness

Date

Teaching Elder

Date

COM Moderator or General Presbyter

Date