

LICENSED MINISTER CONTRACT/CALL

The following contract/call agreement between _____
(Name of Church)

and _____ is for the purpose of providing pastoral
(Name of License-able Person)

services to _____. The starting date for this ministry is
(Name of Church)

_____.
(Date)

AGREEMENTS

1. _____ will be designated Licensed Minister of
(Name of License-able Person)

_____.
(Name of Church)

(Procedures will be followed with the association committee on ministry for the yearly review and renewal of this ministry. Ongoing support and supervision of this ministry will be provided by the association committee on ministry.)

2. The licensed minister will be responsible for providing pastoral duties as indicated in the following position description.

- ___ lead worship and preach ___ Sundays per month
- ___ do pastoral calling on sick and shut-ins as time permits
- ___ officiate at weddings and funerals as requested
- ___ celebrate the Eucharist as is the practice and pattern of the church
- ___ work with boards and committees to assist them in carrying out their assigned tasks
- ___ perform other administrative duties as requested (i.e., work with church secretary in preparing bulletins, newsletters, etc.) and exercise general oversight of church facilities and represent the church in dealing with outside organizations
- ___ represent the parish at wider church events (i.e. association, cluster and conference meetings)
- ___ other (please specify)

The normal work week will be _____ hours per week.

3. GOALS FOR THIS LICENSED MINISTRY SHALL BE: (Specify according to the needs of your particular setting)

4. During the length of this ministry, _____ will be
 (Name of License-able Person)
 accountable to this congregation, the _____ Association and the Iowa Conference.

5. It is understood that licensed ministry is granted for a period of one (1) year by the association committee on ministry and shall be reviewed and renewed annually by request of the local setting.

The initial licensing period for this ministry begins _____ and ends_____.
 (Date) (Date)

Should this agreement need to be terminated, it must be done within at least 60 days notice by either party or by mutual agreement of both parties if less than 60 days.

TERMS:

_____ will be employed ____ hours per week and
 (Name of License-able Person)

will be compensated for the pastoral services outlined above as follows:

In consideration of your service, we do obligate to provide for your support in the following manner:

SALARY

Cash salary \$ _____

Social Security Offset \$ _____

(the above two items are taxable)

HOUSING

Parsonage, utilities and an allowance for furnishings and appurtenances \$ _____

OR

Housing allowance to provide, equip, and maintain a home or an apartment \$ _____

(housing is taxable for Social Security ONLY with some limitations)

If church provides furnishings, please specify:

BENEFITS \$ _____

Pension/Annuity
(pension is tax-deferred) \$ _____

Health insurance
(available as Provisional Member) \$ _____

Dental insurance \$ _____

Life and Disability Benefits Plan
(above 3 categories are not taxable) \$ _____

REIMBURSEMENT OF EXPENSES INCURRED ON BEHALF OF THE CHURCH
(Not taxable if used for stated purpose. Taxable if reimbursement exceeds actual expense)

Automobile/travel/commuting \$ _____

Meetings \$ _____

Continuing education \$ _____

Medical deductible \$ _____

and other health-related expenses

Other work-related expenses \$ _____

Moving expenses (if applicable) \$ _____

Vacation shall be earned at _____ weeks per year.

Study leave . . . shall be given at _____ weeks per year for continuing education opportunities for licensed ministers.

Any other special release time provisions or special conditions of study shall be listed specifically.

This covenant/contract signed by the following partners:

Today's Date

(For the Congregation)

(Licensed Minister)

(For the Association/Conference)

Copies of this agreement must be sent to:

1. Licensed Minister being called
2. Association Church and Ministry Committee Chairperson

3. Iowa Conference, United Church of Christ Office
600 42nd St., Des Moines, IA 1 50312

Retain the original copy for church records