

theinterimpastor.com

[Sample] Contract with Rev. Tom Allen, Intentional Interim Pastor

Church name and address: Anywhere Community Church
 Anywhere Street
 Anywhere, USA 11111
 777-777-7777

The Anywhere Community Church, on the recommendation of the Elders and the Leadership Team, voted on (date) to call Rev. Tom Allen as Intentional Interim Pastor. The following is a statement of the basic agreements related to the call and terms of ministry.

1. DATES

The beginning date of the Intentional Interim Pastor will be (date) and will conclude on (date). This time may be extended until the time when another contract is negotiated or another pastor is called.

2. SCHEDULE

The Intentional Interim Pastor will normally live on location. He will serve the church on Sunday and keep office hours Monday through Wednesday. He will have a study day at his residence on Thursday, and Friday will be his day off. Saturdays will remain flexible according to needs.

3. COMPENSATION AND BENEFITS

Salary: The Intentional Interim Pastor's salary should parallel that of the former pastor's. In the case of very small congregations, that amount may need to be supplemented by the host District. The package should include consideration for car and health insurance costs. Paychecks are issued monthly to Rev. Tom Allen

Housing: Parsonage or apartment provided by the church and fully furnished by the church

Expenses: A monthly budget for meals, mileage and other expenses directly related to his ministry

Reimbursements: Mileage provided at current IRS rate; other expenses will be billed on a monthly basis
Love Offering: Upon fulfillment of the Intentional Interim Ministry Contract, the church will take a 'love offering' for Tom Allen Ministries

4. VACATION

Four weeks paid vacation per one year contract (pro-rated for shorter term ministries); One (1) week paid study week per one-year contract (pro-rated for shorter term ministries).

5. HOLIDAYS

The Intentional Interim Pastor is granted regular national holidays traditionally observed by the church.

6. SICK LEAVE

The Intentional Interim Pastor will be granted sick leave in case of illness. In case of extended illness, the District Superintendent will work with the leadership of the church to cover the needs. Visiting speakers will be paid the standard pulpit-fill compensation established by the church.

7. STATUS

The Intentional Interim Pastor WILL NOT be considered as a Pastoral Candidate under any circumstances.

8. OUTSIDE CONSULTING MINISTRIES

The Intentional Interim Pastor will be allowed to take other consulting ministries as long as they do not jeopardize the integrity of the present ministry.

9. TERMINATION OF CONTRACT

The Intentional Interim Ministry Contract may be terminated by a thirty (30) day notice by mutual written agreement. Should termination be at the church's option, consideration will be given for a mutually agreeable severance package.

10. AUTHORITY

The Intentional Interim Pastor will have the same authority as the regular Senior/Lead Pastor. He will be considered Chairman of the Governance Authority.

11. SUMMARY

This contract, along with the “Intentional Interim Pastor Defined” (see document on website of Ministry Description) will serve as a covenant between Rev. Tom Allen, the congregation, and the host District.