

Presbytery of Redstone

**Handbook for
Ruling Elders in Particular Pastoral Service**

Authorized Preacher

Commissioned Pastor

Adopted by the Committee on Ministry
October 26, 2000

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Forth Revision: January 8, 2018

MISSION STATEMENT

The mission of Redstone Presbytery includes the important task of providing for each congregation's worship and ministry by:

- identifying gifted preachers, pastors, and caregivers;
- educating and training them according to the high standards of the church;
- and strategically placing them in positions of leadership where they can effectively enable vital congregational life.

Theological Rationale

The purpose of the Presbyterian Church (USA) is encompassed in the historic Great Ends of the Church, which are:

The proclamation of the gospel for the salvation of humankind; the shelter, nurture, and spiritual fellowship of the children of God; the maintenance of divine worship; the preservation of the truth; the promotion of social righteousness; and the exhibition of the Kingdom of Heaven to the World. (*Book of Order, F-1.0304*)

The mission of God in Christ gives shape and substance to the life and work of the Church. In Christ, the Church participates in God's mission for the transformation of creation and humanity by proclaiming to all people the good news of God's love, offering to all people the grace of God at font and table, and calling all people to discipleship in Christ. Human beings have no higher goal in life than to glorify and enjoy God now and forever, living in covenant fellowship with God and participating in God's mission. (*Book of Order, F-1.01*)

Christ calls the Church into being, giving it all that is necessary for its mission in the world, for its sanctification, and for its service to God. Christ is present with the Church in both Spirit and Word. Christ alone rules, calls, teaches, and uses the Church as he wills. (*Book of Order, F-1.0202*)

The Presbytery as a whole, through its Committees on Ministry and Preparation, bears the responsibility of ensuring that all its congregations are provided with the preaching and pastoral ministry necessary for its congregations to carry out their mission. The nature and responsibility of this ministry requires that such persons, whether Authorized Preachers, or Commissioned Pastors, be ordained ruling elders.

Though the Minister of Word and Sacrament remains the standard norm for all congregations, particular needs at this time make it necessary for Redstone Presbytery to discern the calling of God in persons who do not hold this office. In seeking such persons, Redstone Presbytery affirms that the privilege of serving the sacraments is not a right to which only "ordained clergy" are entitled; rather receiving the sacraments is a right to which congregations must have access and for which the Presbytery must seek to provide the very best leadership. All who serve in such capacity shall be accountable to the Presbytery and bound by their vows of ordination whether as clergy, elders or deacons.

Ruling Elders in Particular Pastoral Service in Redstone Presbytery

The Presbytery of Redstone is responsible for providing worship and preaching the celebration of the sacraments, pastoral care and leadership for its churches. But it has come to recognize the increasing inability of some of its churches to afford and/or locate the services of a Minister of Word and Sacrament, and the need and desire, therefore, for properly trained and authorized persons to provide preaching and worship leadership and other pastoral functions for such churches. To this end, the Presbytery, through its Committee on Preparation and Committee on Ministry, has developed a program to provide Authorized Preachers and Commissioned Pastors for its churches.

Authorized Preacher/Commissioned Pastor Program

This ministry program of Redstone Presbytery is under the authority of the Presbytery through its Committees on Ministry and Preparation. The Committees manage the Authorized Preacher/Commissioned Pastor Program through a joint Sub-committee. The Sub-committee approves courses of study, interviews enrollees, approves applications, conducts final interviews/examinations, and presents candidates, through the Committee on Ministry, to the Presbytery for commissioning. The Sub-committee oversees the training and on-going oversight of the Authorized Preachers, including periodic re-authorization. The Committee on Ministry approves commissions of ruling elders, and maintains contact with the churches being served, to see that the ministry is in accord with the standards of the Presbytery, and is meeting the needs of the churches.

Authorized Preachers are provided with templates, in this manual of report/evaluation forms to be used by churches in which they preach. They will be responsible to provide two copies of the form to be filled out by the proper person in each church in which they preach, one to be returned to the AP/CP Sub-Committee, and one to the preacher. These forms will be used by the committee in reviewing the AP's work, especially for re-authorization purposes.

The Sub-committee:

- handles publicity;
- handles and processes applications, reports and evaluations, and prepares these for committee use;
- plans retreats and other continuing education events;
- handles finances, through the Presbytery office, particularly the bookkeeper;
- keeps the Committees on Ministry and Preparation abreast of developments, problems and possibilities;
- makes arrangements for the examination of candidates;
- maintains communication with mentors for feedback.

Definitions

An **Authorized Preacher (AP)** is a ruling elder who has been trained and authorized to lead worship and preach the sermon.

A **Commissioned Pastor (CP)** is a ruling elder who has been commissioned by the Presbytery to provide consistent pastoral leadership for a particular church for a particular period of time, up to three years, renewable or revocable as Presbytery determines. In addition to regular preaching and leading worship, a Commissioned Pastor may, if Presbytery deems it appropriate, be authorized to moderate the session, administer the Sacraments, and officiate at marriages for the congregation to which he or she is commissioned. The commission shall specify the term of service, which shall not exceed three years but shall be renewable. The presbytery shall review the commission at least annually. (*Book of Order, G-2.1001*) A ruling elder who has been commissioned and later ceases to serve in the specified ministry may continue to be listed as available to serve, but is not authorized to perform the functions specified in *G-2.1001* until commissioned again to a congregation or ministry by the presbytery.

Eligibility and Entrance Requirements

A person seeking to be an Authorized Preacher must:

1. Be a ruling elder, active or inactive, and an active member of one of the churches of Redstone Presbytery;
2. Be a high school graduate;
3. Possess adequate verbal skills and writing skills;
4. Submit the following: an application, the endorsement of one's session and endorsement of one's presbytery;
5. Be interviewed by the Authorized Preacher/Commissioned Pastor Sub-committee to determine the applicant's gifts for ministry and have the Committee's approval;
6. Successfully complete one year of the required training for Authorized Preachers as prescribed by the Presbytery and pay all fees; and,
7. Submit to a final interview by the Sub-committee and receive its recommendation that Presbytery grant authorization. Authorization is for a two year period, renewable or revocable as Presbytery determines.

A person seeking to be a Commissioned Pastor must:

1. Successfully complete training for Commissioned Pastor as prescribed by the Presbytery in the areas of Bible, Reformed theology and Sacraments, Presbyterian polity, preaching, leading worship, pastoral care, and teaching.
2. Be interviewed and examined by the AP/CP Subcommittee to determine the applicant's gifts for ministry;
3. Be recommended by subcommittee to COM for presentation to the Presbytery for commissioning;
4. In agreement with one or more of the churches or affiliate organizations of Redstone Presbytery to serve as Commissioned Pastor in one or more of the functions permitted by the Book of Order.

Accountability

Both Authorized Preachers and Commissioned Pastors function under the authority of the Presbytery and are accountable to it through its Committees on Ministry and Preparation. In addition, Authorized Preachers are accountable to the sessions and moderators of the churches in which they preach. Both Authorized Preachers and Commissioned Pastors are required to submit annual reports of their activity. In the case of Authorized Preachers, reports are also required from the churches in which they have preached as well as from their pastor. In the case of Commissioned Pastors, reports are required from their mentor or the moderator of the session of the church being served.

Process for Re-authorization/Commissioning

Authorized Preachers are authorized for a two-year period. Re-authorization is not automatic. Preachers requesting re-authorization must make a formal request, supplying the name of their pastor and the names of churches in which they have preached, granting permission to ascertain from their pastor their participation in the life of the local church, and permission to ascertain from churches in which they have preached their effectiveness in worship leadership and preaching.

Upon receipt of the proper reports the Committee on Ministry will interview each preacher requesting re-authorization and will, if the way be clear, recommend his/her re-authorization to the Presbytery.

A similar process will be followed for a Commissioned Pastor when he/she and the church they are serving request the continuation of their commission. If a commission is revoked, or if the Commissioned Pastor ceases to serve a particular congregation because of the changing needs of the church being served or for any other reason, that Commissioned Pastor may be listed as being available to serve, but is not authorized to perform any of the functions of a Commissioned Pastor until commissioned again to a particular congregation

Authorization/Commissioning Standards

Completion of the Authorized Preacher/Commissioned Pastor training program does not guarantee either authorization or commissioning, and being authorized does not guarantee commissioning. The Committees on Preparation and Ministry reserve the right to reject any application for either program.

Authorized Preachers' Final Interview

At the completion of the course work for the Authorized Preachers' program, each candidate will be interviewed by the AP/CP subcommittee. At the successful completion of this interview, the candidate will be recommended to the Committee on Ministry to be added to the preaching list to serve as an Authorized Preacher.

Final Exam for Commissioned Pastors

At the successful completion of all course requirements in the Commissioned Pastor's program, the candidate will be interviewed by the AP/CP subcommittee to determine his/her readiness for ministry.

Appeals

In any educational program where course requirements must be met to successfully complete the program, it is necessary to have an Appeals Process to protect both the students and the faculty. In order to appeal when the requirements have not been met, the student will be referred to the presbytery's Committee on Preparation to determine how to proceed on an individual basis.

Mentoring/Supervision

All persons in training to be either an Authorized Preacher (AP) or a Commissioned Pastor (CP) will be assigned a mentor from Redstone Presbytery for the duration of their training. In addition, Commissioned Pastors will be assigned a mentor/supervisor from Redstone Presbytery for the duration of their commission. The purpose of mentoring and supervision is to offer support of those persons undertaking these ministries, both during their training and once they have gone onto the field as APs or CPs, as well as to ensure the integrity of the program.

The Book of Order requires that a mentor/supervisor be assigned to CPs:

"The ruling elder commissioned under the terms of G-2.1001 shall work under the supervision of the presbytery. The presbytery may at any time withdraw the commission for reasons it deems good and sufficient. A Minister of Word and Sacrament shall be assigned as a mentor and supervisor". (G-2.1004)

It is the policy of Redstone Presbytery that mentors be assigned to AP trainees.

Mentors will:

- be clergy members of Redstone Presbytery with at least five years of pastoral experience;
- be chosen for their demonstrated professional conduct of the ministry, their skills in pastoral care and counseling, their commitment to the AP program of the presbytery, and their availability and willingness to share both themselves and their time with a trainee;
- be responsible to the Committee on Ministry and function under its guidelines;
- meet often, at least three times, with the student during the training for the purpose of reflection, counseling, modeling and support, giving special attention to the spiritual growth of the student and the development of her/his gifts for ministry;
- be available to the Committee on Ministry to interpret the student's progress;
- give a report to the Committee on Ministry upon the completion of the training, including a summary of sessions held and any recommendations the mentor feels would be helpful to the student and to the committee as it determines whether to proceed to the candidate's authorization or commissioning.

Once authorized to preach, APs shall be supervised in the following ways:

1. In oversight of churches without pastors, APs shall ask the Clerk of Session or members of Session in the church where they preached to submit a report.
2. All APs shall submit annual reports of their activities, and reports shall be received from their home pastors as well as a number of churches in which they have preached during the preceding year.
3. APs shall be gathered at least annually for the purpose of maintaining relationships, sharing of concerns, continuing education, and general oversight (in such a setting, it could be apparent who is making it and who is not and problems that need to be addressed could be detected and steps taken for correction).
4. Evidence of continuing education efforts is expected for re-authorization.

In addition to the above, mentors will provide field experience for their trainees by inviting them to participate in the leading of worship, following which the mentor and perhaps other members of the congregation could provide constructive criticism. Also, in conjunction with the trainee's course on preaching, provision could be made (at the discretion of the committee) for the trainee to preach a sermon to be video taped and critiqued.

Mentor/Supervisors of Commissioned Pastors will:

- be a Minister of Word and Sacrament (G-2.1004) with at least five years of experience and a member of Redstone Presbytery;
- submit an annual report regarding their relationship;
- seek to develop a relationship of collegiality with the CRE, offering counsel, sharing experiences, providing positive guidance and criticism, and challenging the CP to the highest standards of ministry;
- do all that is possible within reason to assure a positive and productive relationship between the CP and the church being served.

In Mutual Accountability for Authorized Preachers & Commissioned Pastors

Both APs and CPs shall follow the Presbytery of Redstone's Policy for Ethical Conduct and attend the ethics training provided by the Presbytery.

Presbytery of Redstone

GUIDELINES FOR AUTHORIZED PREACHERS

Authorized Preachers are authorized to plan and lead worship and to preach a sermon.

1. Authorized Preachers are not authorized to celebrate the sacraments of Baptism or the Lord's Supper, to perform weddings, or to ordain/install officers, or to receive persons into membership in a church.
2. Authorized Preachers are not authorized to moderate a meeting of the session, board of deacons, the congregation, or any other committee, nor are they authorized to engage in administrative functions.
3. In the Reformed tradition, anyone is permitted to conduct a funeral service; however, care must be taken in this time of extraordinary vulnerability that pastoral relationships are not assumed, nor boundaries crossed. Similarly, requests for pastoral care received by the Authorized Preacher should be referred to the session of the church and its moderator to make an appropriate response. The kinds of requests which fall into this category include such things as making hospital or home visits, counseling, conducting funerals, conducting new member classes or confirmation classes, or in any fashion to present themselves as a minister of the Word and Sacrament or the pastor of a particular church or to give--or to allow anyone else to have--the impression that they are.
4. In their role as Authorized Preachers, they are not authorized to represent any church or church organization in any ecumenical gathering or civic function or to any other ecclesiastical or civic authority.
5. If an Authorized Preacher serves in a church of another denomination and performs any of the duties enumerated in items 1-4, that Authorized Preacher does so outside the authority of the Presbyterian Church (USA) and ceases to function as an Authorized Preacher.

The issue is boundaries. The guidelines above imply not only that Authorized Preachers and ordained clergy are alike subject to the ordering of their duties and functions by the constitutional standards of our church, but also that all are responsible for the perceptions conveyed and that others form. Much confusion and hurt can result, not only to persons and congregations, but also to Authorized Preachers (and clergy), when boundaries are not respected. There is very real danger of getting into a situation that one can't handle.

There is also the issue of liability. As much as we don't like it, the church and its leaders are no longer immune from law suits. The clergy are insured; APs and CPs are not. Not only could an Authorized Preacher suffer for misconduct, but so could the Presbytery.

As a sign of my commitment to serve the Lord Jesus Christ and the Presbyterian Church (U.S.A.) within the parameters of my authorization, I enter into a covenant with the Presbytery of Redstone to abide by the guidelines set forth in this document.

(Signature)_____

(Date)_____

REQUEST TO BE RE-AUTHORIZED AS AN AUTHORIZED PREACHER
The Presbytery of Redstone

Name _____

Phone _____ Email _____

Address _____

I have submitted my annual report of preaching activities and understand that this report will be used to aid the re-authorization process. Yes _____ No _____

Here are the names of three churches where I have preached over the last two years and you have my permission to correspond with their sessions regarding my effectiveness. Yes _____ No _____

My home pastor is _____ and you have my permission to correspond with him/her regarding my activities in my home church and my growth in faith and practice. Yes _____ No _____

I am willing to be interviewed by representatives of the Committee on Ministry as part of the determination as to whether I shall be re-authorized. Yes _____ No _____

Signed _____

Date _____

Please return to:
The Presbytery of Redstone
ATTN: AP/CP Subcommittee
1004 Mount Pleasant Road
Greensburg, PA 15601-5762

ANNUAL REPORT FORM
Authorized Preacher - The Presbytery of Redstone
Calendar Year _____

Name: _____

1. How many preaching engagements did you accept for the year? _____
2. Did you refuse any invitations? _____
If yes, how many were refused? _____
Please tell us why they were refused:
3. Please list the churches and the dates where you have preached this past year.
4. What was the greatest number of times you preached:
 - a. consecutively in one location _____, in which church _____
 - b. total for the year in one church _____, in which church _____
5. What was the greatest honorarium you received for one preaching engagement?
What was the lowest honorarium you received for one preaching engagement?
6. Please tell us about any special problems or concerns you have experienced in preaching.
7. Overall, how would you rate the response you received in congregations where you preached?

(Low) 1 2 3 4 5 6 7 8 9 10 (high)
8. Do you have other ideas or concerns you would like to share with the Committee on Ministry?

Please return to:
The Presbytery of Redstone
ATTN: AP/CP Subcommittee
1004 Mt. Pleasant Road
Greensburg, PA 15601-5762

Pastor's Evaluation of Authorized Preacher

Name of Authorized Preacher _____

Name of Evaluating Pastor _____

1. Is this person regular in worship attendance at your home church when not preaching?

2. Does this person engage in a group study? (e.g. Church School, Bible Study, Small Group Study, other educational opportunities)

3. What leadership roles does this person exercise in your church?

4. What evidence do you see of this person's private study/worship habits?

5. What evidence do you see of this person's continuing spiritual growth?

6. Is there anything else you would like to share with this subcommittee about this person or about the Commissioned Pastor training program?

Please return to:

The Presbytery of Redstone
ATTN: AP/CP Subcommittee
1004 Mt. Pleasant Road
Greensburg, PA 15601-5762

**Evaluation of the Preaching of an Authorized Preacher
The Presbytery of Redstone**

Name of Authorized Preacher _____

Name of person evaluating _____

Church _____ Date Sermon Preached _____

1. Title of Sermon _____

Scripture Text(s) _____

2. Did the sermon communicate a clear, concise message? What was the message?

3. Please comment on the Authorized Preacher's:

	Excellent	Good	Fair	Poor
Diction, pace, projection	_____	_____	_____	_____
Body language	_____	_____	_____	_____
Rapport with the congregation	_____	_____	_____	_____
Leadership of the worship service	_____	_____	_____	_____

4. How well did the preacher maintain the relationship between the scripture and the sermon?

5. Was the sermon in keeping with Presbyterian and Reformed theology?

6. Was the sermon well-organized and easy to follow?

7. How might this preacher improve her/his skills?

8. Are there other comments you wish to make?

Please return to:

The Presbytery of Redstone
ATTN: AP/CP Chairperson
1004 Mount Pleasant Road
Greensburg, PA 15601

Presbytery of Redstone

Guidelines for Commissioned Pastors

In accordance with the *Book of Order* [G-2.10] the role of the Commissioned Pastor (hereafter CP) is to work with a specific church (or churches) to which he or she has been commissioned by the presbytery. Each CP must be an ordained elder, and while that ordination is recognized throughout the whole church; it is exercised within the elder's church of membership. Because of the nature of such involvement with the church(es) for which the commission is granted, inherent in the commission is a potential conflict of interest if a CP remains on the session or board of his or her church of membership. If a CP is serving another church, preaching with regularity every Sunday morning, it is impossible for the CP to meet the standards of an active elder in her or his church of membership as articulated by the *Book of Order* [G-2.03, G-2.04].

Ministers of the Word and Sacrament are removed from the rolls of their church of membership by reason of ordination; they become members of a presbytery. They, therefore, no longer have voice or influence in the local church. In a like manner a CP, by virtue of the commission to serve a particular church, is also placed under the authority of the presbytery and accountable to it through its Committee on Ministry.

Authority rests with the subcommittee for all decisions regarding eligibility for commissioning. Therefore, the AP/CP Subcommittee of the Presbytery of Redstone hereby stipulates:

1. that the CPs of this presbytery may be commissioned to celebrate the sacraments, moderate the Session, and conduct weddings *only* for the church(es) to which they are commissioned.
2. that all CPs in this presbytery will resign from the session or any board of their church of membership for the duration of their commission.
3. that, in accordance with G-2.1001, each CP will report annually to the AP/CP Subcommittee, articulating the work which has been completed in their assigned church(es) during the year and their perception of the ways in which the supervision by a clergy mentor has helped them with this work. This report is due no later than January 31st for the preceding year.
4. that those ministers who supervise CPs, in preparation for the annual review stipulated in G-2.1001, will file a written evaluation of the CP's work. In addition the supervisor's written report will present an overview of their work as a supervisor and mentor with the CRE. This report will be due no later than January 31st for the preceding year.

The Committee on Ministry will conduct the annual review of the CP's work, as required in the *Book of Order* G-2.1001, using these written reports as the basis for the renewal of their commission.

Commissioned Pastor's Annual Report

For the year _____

Name: _____ Phone No: _____

Address: _____ Date: _____

Church(es) served _____

Date of Commissioning _____

Instructions: Please use separate sheets of paper to respond to the following questions.

A. Activities within the Church(es) Served:

1. For the year reported, indicate the number of: sermons preached, pastoral calls, hospital/nursing home calls, weddings, baptisms and funerals at which you have officiated.
2. List other activities in the life of the church in which you have had a leading role (e.g. teaching a class, coaching a team).
3. List other activities in the life of the church in which you have participated (e.g. family nights, picnics, sports teams and/or ecumenical activities).

B. Continuing Education and/or Spiritual Growth:

1. List and describe any seminars, classes, conferences, etc. of a continuing education nature which you have attended during the past year.
2. List any significant books or periodicals you have read the past year.
3. Tell us something about how you maintain and nurture your spiritual life and health.

C. The Mentor/Mentoring Relationship

1. Who is your mentor? How often have you met? Do you meet regularly or irregularly? Who usually initiates these meetings? What has been most helpful to you in the mentoring relationship? How could the relationship be improved?

D. Self-evaluation and your Accountability to the Committee on Ministry

1. In what aspect(s) of your ministry do you believe you are most effective? Least effective? How can the Committee on Ministry help you be more effective in your ministry as a CP?
2. What gives you the most satisfaction in your ministry as a CP? What frustrates you the most?

Please return to:
Presbytery of Redstone
ATTN: AP/CP Subcommittee
1004 Mt. Pleasant Rd.
Greensburg, PA 15601

Commissioned Pastor's Mentor Annual Report For the year _____

Name: _____ Phone No: _____

Address: _____ Date: _____

Name the person you mentor _____

Instructions: Please use separate sheets of paper to respond to the following questions.

A. The Mentor/Mentoring Relationship

1. How often have you met with this Commissioned Pastor? Do you meet regularly or irregularly? Who usually initiates these meetings?
2. What has been most helpful to you in the mentoring relationship? How could the relationship be improved?
3. What issues related to that which can be celebrated have been raised in your meetings? What matters of conflict have been raised in your meetings?
4. Have you had any occasion to witness this person's worship leadership and preaching? Please describe in some detail your assessment of their skill levels, effectiveness, the response you perceived from their congregation, and their overall abilities to lead.

B. Accountability to the Committee on Ministry

1. In what aspect(s) of your mentoring do you believe you are most effective? Least effective?
2. How can the Committee on Ministry help you be more effective in your ministry as a mentor to your CP?
3. Please make any additional comments which can help the Committee on Ministry assess this Commissioned Pastor's work.

Please return to:
Presbytery of Redstone
ATTN: AP/CP Subcommittee
1004 Mt. Pleasant Rd.
Greensburg, PA 15601

Appendix

Parameters for Authorized Preacher and Commissioned Pastor Referrals

Redstone Presbytery

Adopted by Committee on Ministry, August 28, 2003

1. The notion of placement does not exist within our system of connectionalism as it stands. Authorized Preachers (AP) or Commissioned Pastors (CP) are placed neither by the Executive Presbyter nor by the Committee on Ministry. The notion of call and how it is approached in the pastoral relation process will be similar in the AP/CP process of matching needs of congregations and the abilities and availabilities of authorized pastors.
2. The Executive Presbyter (EP) or the Committee on Ministry (COM) may refer APs/CPs when an individual has completed the specified courses and related programs and has no current contract with a congregation (or congregations).
3. The EP/COM may refer APs/CPs when the individual is within 4 months of a contract's expiration.
4. The EP/COM may refer APs/CPs when the individual is within 1 or 2 classes (or 1 term of classes) of completing the specified course requirements or near the completion of the related time requirements.
5. Except for the aforementioned, the EP/COM may answer questions about an individual AP/CP but shall not assume that studies have been completed or that requirements of the AP/CP program have been met, or that there is a cause for exemption or exception to the current adopted COM policies.

PRESBYTERY OF REDSTONE
Presbyterian Church (U.S.A.)
Commissioned Pastor Agreement

The session of _____
(Name of Church)

Presbyterian Church (USA) of _____
(City/State)

belonging to the Presbytery of Redstone, being well satisfied with your qualification for service as a Commissioned Pastor 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, solemnly invites you,

(Name)

to undertake the office of Commissioned Pastor for this congregation, beginning on _____ and extending for a period of time as indicated, promising you in the discharge of your duty all proper support, encouragement and allegiance in the Lord.

Time period:

_____ months

_____ years (not to exceed three years)

other: _____ (specify)

That you may be free to devote _____% of your time to your ministry among us, we promise and obligate ourselves to pay you the sum of \$ _____ a month in regular payments. Further, we promise to provide you the following as you serve this congregation in the indicated ways: (Those agreed upon are to be filled in.)

ALLOWANCES

Automobile Reimbursement \$ _____ vouchered @ IRS approved rate per mile

Expense Reimbursement \$ _____ vouchered

Book Reimbursement \$ _____ vouchered

Vacation of one week per quarter

Study Leave Reimbursement: \$ _____/year Cumulative to \$ _____

Study Leave: _____ weeks/year Cumulative to _____ weeks

Other (specify) \$ _____

KINDS OF SERVICE

Check those that apply for which the Commissioned Pastor is prepared.

Basic levels of service:

- Leading and preaching regular Sunday services.
- Administering the Lord’s Supper as approved by session.
- Responding to emergency situations such as serious sickness, injury or death, and to refer people for further CP as needed.
- Making regular visits to the members of the congregation on a plan agreed to by session and the Commissioned Pastor.
- Conducting funerals as needed.
- Doing the following in the church:

Advanced levels of service:

- Counseling parents and administering the Sacrament of Baptism as approved by session.
- Counseling couples and performing services of Christian marriage as invited and authorized by session.
- Moderating the session under the supervision of the mentor/moderator appointed by the committee on Ministry until sufficiently trained.
- Other:

We further promise and obligate ourselves to review with you not less than annually the adequacy of this compensation. In addition, we promise to provide:

This agreement may be terminated upon 30 days notice given either by the session or by the Commissioned Pastor. In testimony whereof we have subscribed our names this _____ day of _____ AD _____.

Having moderated the session meeting which extended this agreement to _____ for services as a Commissioned Pastor, I do certify that the agreement has been made in all respects according to the rules laid down in the Form of Government and established by the Presbytery of Redstone, and that the persons who signed the foregoing call were authorized to do so by vote of the session of _____ Church, Presbyterian Church (USA).

Signed _____
(Moderator of the Meeting)

ENDORSEMENTS

1. ACTION OF THE COMMITTEE ON MINISTRY

This agreement has been reviewed by the Committee on Ministry. The Committee recommends that Presbytery approve (not approve) this agreement and commission (not commission) the ruling elder.

Date of Action _____

(Chairperson)

2. ACTION BY THE PRESBYTERY

This agreement was approved by the Presbytery of Redstone and the commission given.

Date of Action _____

(Stated Clerk)

3. ACCEPTANCE OF THE AGREEMENT AND COMMISSION

This is to certify that I have received and accepted this agreement and commission.

Date of Acceptance _____

(Commissioned Pastor)