

RENEWAL AGREEMENT FOR PASTOR AND CONGREGATION
Church of the Brethren

This **Renewal** agreement between the _____ Church of the Brethren and its _____ (Pastor, Associate Pastor, etc.) _____, is for the calendar year _____. If the agreement is for a period other than the calendar year, state the beginning and ending dates: from _____ to _____.

1. TERMS OF CALL TO SERVICE

The terms of call to service shall be as stated in the original **Start-Up** agreement between the Pastor and the congregation. Any change in the terms shall be mutually negotiated between the pastor and congregation. Major changes shall be made in consultation with district executive staff and may necessitate the completion of a new start-up agreement. Ninety (90) days notice shall be given in the event of reduction in service

2. FINANCIAL TERMS

Consult the “Guidelines for Pastors’ Salaries and Benefits” at <http://www.brethren.org/ministryoffice/documents/guidelines-pastor-salary-benefit.pdf> for assistance in completing all sections below. The Recommended Minimum Cash Salary Table for Pastors is available at <http://www.brethren.org/ministryoffice>.

A renewal agreement shall be completed annually and a copy submitted to the District office.

A. COMPENSATION

1. Cash Salary:

The amount from the Salary Table at _____ years of experience: \$ _____

If part time, the prorated amount at _____ - time ministry: \$ _____

Amount above and beyond Salary Table: \$ _____

Supplemental Income: \$ _____

Beginning _____ (date), the congregation shall pay the Pastor a salary of:
\$ _____

(Amount of cash salary designated for housing, utilities & furnishings: \$ _____)

2. Housing:

a. The congregation will provide a housing allowance of: \$ _____

b. In lieu of a housing allowance:

- the congregation will provide the use of a parsonage with a fair rental value of:
\$ _____

- the Housing Fund contribution (see Guidelines) by the congregation will be:
\$ _____

3. Pension Benefits:

The contributions to the plan maintained by the Brethren Benefit Trust should be the following:

- Congregation’s contribution to pastor’s pension plan (11%) \$ _____
- Congregation’s contribution to Church Worker’s Assistance Plan (1%) \$ _____
- Pastor’s contribution to pension plan (4%) \$ _____

4. Insurance Benefits: Enter \$0.00 or NA if benefit is not offered or pastor does not enroll in benefit.

Medical Insurance Provider: _____
Congregation’s Share \$ _____

Pastor’s Share \$ _____

Health Savings Account Provider: _____
Congregation’s Contribution \$ _____

Pastor’s Contribution \$ _____

Short-Term Disability Provider: _____
Congregation’s Share \$ _____

Pastor’s Share \$ _____

Long-Term Disability Provider: _____
Congregation’s Share \$ _____

Pastor’s Share \$ _____

Term Life Provider: _____
Congregation’s Share \$ _____

Pastor’s Share \$ _____

Dental Provider: _____
Congregation’s Share \$ _____

Pastor’s Share \$ _____

Vision Provider: _____
Congregation’s Share \$ _____

Pastor’s Share \$ _____

Long Term Care Provider: _____
Congregation’s Share \$ _____

Pastor’s Share \$ _____

TOTAL COMPENSATION \$ _____

B. TIME OFF

1. Day Off:

- Not applicable for part-time positions
- Full time positions: _____ shall be the pastor’s day off each week except for crisis ministry. An additional half day per week shall be at the pastor’s discretion.

2. Vacation: The Pastor shall receive _____ weeks of vacation as per this agreement.
(The Pastor is credited with _____ years of pastoral service.)

3. Holidays: The following national holidays are considered paid days off and are in addition to the regular day off each week:

4. Special Circumstances: The Pastor has accumulated _____ paid days for special circumstances from prior service.

C. PASTOR-RELATED EXPENSES

1. Travel for Church Work: \$ _____
(Reimbursement is based on mileage actually driven for church work at the prevailing IRS rate. Travel between the Pastor's home and the church office is personal expense.)

2. Annual/District Conferences: \$ _____
Annual Conference: \$ _____ District Conference: \$ _____

3. Continuing Education:
Continuing education of _____ days as per this agreement: \$ _____
Annual Conference Guidelines for Continuing Education recommend at least 7 days per calendar year including one Sunday for full time ministry

4. Sabbath Rest
A period of Sabbath rest has been negotiated for the calendar year _____: \$ _____
Based upon the Annual Conference Guidelines for Sabbath Rest we have agreed upon _____ weeks after _____ years.

5. Professional Expense Account on actual cost basis to cover the following: \$ _____

6. Workers' Compensation will be provided by the congregation.

Total Pastor-Related Expenses \$ _____

D. TOTAL COMPENSATION, BENEFITS, AND EXPENSES \$ _____



