

In order to properly consider the matters that come before the Committee, please take note: the Committee meets on the second Thursday of the month; therefore, all terms of call, contracts, MDPs, commissions to install, and other documents for consideration must be emailed to Kim Stroupe kims@shenpres.org by noon on the first Thursday of the month.

**FOR THE SAKE OF UNIFORMITY AND ACCURACY,
WE ASK YOU TO NOT CHANGE THIS FORM IN ANY WAY**

PRESBYTERY OF SHENANDOAH – P.C.(U.S.A.)

FORM OF CONTRACT

TEACHING ELDER SERVING AS A PARISH ASSOCIATE AND A SESSION

Book of Order G-2.0504b

Having been nominated to the Session by the installed pastor of the _____
Presbyterian Church to serve as Parish Associate, and being fully satisfied with your ministerial qualifications
to lead and assist us in the fulfillment of our corporate and individual ministries, hereby contracts with you,
_____, to serve as our Parish Associate from
_____, 20__ to _____, 20__. This contract is
renewable at the end of this period of time and may be renewed. The contract is subject to supervision by the
Committee on Ministry.

During this time, you will be responsible to the installed pastor and the Parish Associate relationship will
terminate upon dissolution of the installed pastor's relationship with the congregation. You are to perform
the following services, estimated to require ____ hours per week:

SERVICES:

COMPENSATION:

The Session promises and obligates itself to provide you with the following:

1. A salary of \$_____ per month, payable monthly ____ (semi-monthly ____).
2. Reimbursement for travel in the performance of your professional duties while serving our congregation at the current IRS rate.
3. Other items: _____

This contract was agreed upon by the Parish Associate, the installed pastor, and the Session on _____, 20____.

SIGNED:

Parish Associate

Date

Installed Pastor

Date

Clerk of Session

Date

Approved by the Committee on Ministry

Date