

**Lay Supply Pastor Covenant 2023**  
**Presbytery of West Virginia**

**Between a Lay Supply Pastor and a Session**

The Session of the \_\_\_\_\_ Presbyterian Church is fully satisfied with your qualifications to lead and assist us in the fulfillment of our corporate and individual ministries and hereby contracts with you, \_\_\_\_\_ to become the Lay Supply Pastor from \_\_\_\_\_ to January 31, 2024.

During this time, we expect you to perform the following duties as Lay Supply Pastor:

1. Conduct worship:  
    \_\_\_\_\_ weekly worship  
    \_\_\_\_\_ special services
2. Fulfill the following pastoral duties:
3. Assist the Session in the following ways:
4. Other duties:

The Session estimates that to fulfill these duties will require \_\_\_\_\_ hours per week.

The Session will maintain its individual and corporate duties in the government and discipline of the congregation and oversight of the church's spiritual interests. **Lay Supply Pastors cannot celebrate communion, officiate at baptisms, or moderate Congregational/Session meetings. The Session will meet at least quarterly with the Presbytery of West Virginia-appointed moderator.**

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

1. A salary of \$\_\_\_\_\_ per \_\_\_ week/\_\_\_ month. (Select appropriate response)
2. Reimbursement for travel in the performance of your duties at the current IRS rate.
3. Other items of finance or reimbursement (including Continuing Education):

4. Four weeks vacation (including 4 Sundays); two weeks study leave (including two Sundays).

MODERATOR \_\_\_\_\_ (name)

LAY PASTOR'S MENTOR \_\_\_\_\_ (name)

It is agreed that this covenant may be terminated without cause upon 30 days written notice either by the Lay Supply Pastor or by the session.

**All pastoral leaders in the Presbytery of West Virginia are required to complete Sexual Misconduct Prevention training.**

Required to be completed by the pastoral leader for covenant renewals:

What continuing education events did you attend in 2022? (Please include event/workshop names and the name of the sponsoring institution.)

How much of your vacation time did you use in 2022?

This covenant is agreed upon by the church Session, the Lay Supply Pastor, and the Committee on Ministry of Presbytery. (Signatures required.)

Clerk of Session \_\_\_\_\_ Date \_\_\_\_\_

Lay Supply \_\_\_\_\_ Date \_\_\_\_\_

COM Chair \_\_\_\_\_ Date \_\_\_\_\_

(A single signed copy is to be submitted to the Presbytery Office, attention Stated Clerk.)

Please return by **January 6, 2023** to:

**Presbytery of West Virginia  
Ministry Committee  
P.O. Box 11720  
Charleston, WV 25339  
Email: [statedclerk@wvpresbytery.org](mailto:statedclerk@wvpresbytery.org)**