

**Commissioned Pastor Covenant 2024  
Presbytery of West Virginia**

**Between a Commissioned Pastor and a Session**

NAME OF CHURCH \_\_\_\_\_

NAME OF CP \_\_\_\_\_

DATE OF ORIGINAL COMMISSIONING \_\_\_\_\_

SERVICE FROM \_\_\_\_\_ TO January 31, 2025

During this time, we expect you to perform the following duties as Commissioned 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:

TIME EXPECTATIONS (per week) \_\_\_\_\_

SPECIFIC DAYS IN MINISTRY \_\_\_\_\_

COMPENSATION (Please see note below):

1. Cash salary \$ \_\_\_\_\_ / \_\_\_ week, \_\_\_ month (select appropriate response).

2. \*Of the above salary, \$ \_\_\_\_\_ is designated as housing allowance.

3. \*SECA Allowance \$ \_\_\_\_\_

4. Medical/Pension Coverage \_\_\_yes/\_\_\_no (select appropriate response)

5. Reimbursement for travel in the performance of your responsibilities at the current IRS mileage rate.
6. Other items of finance or reimbursement (including Continuing Education):
7. Four weeks vacation (including 4 Sundays); two weeks study leave (including two Sundays). **This vacation and study leave time is a minimum requirement.**

**\*Note:** Commissioned Pastors fall within the description of a minister in the tax code making them eligible for the advantages for ministers such as housing allowance. The implication of taking these advantages is that a CP who does so must take on the responsibility of being self-employed. In this case Medicare and FICA are not collected. The church should provide a SECA allowance paid to the CP. Specific tax questions should be directed to a CPA or tax attorney.

This covenantal relationship is subject to the terms of the Leave Policy approved by the Presbytery of West Virginia at its meeting on November 18, 2023; the policy is available on the Presbytery website.

It is agreed that this covenant may be terminated without cause upon 30 days written notice either by the Commissioned 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 2023? (Please include event/workshop names and the name of the sponsoring institution.)

How much of your vacation time did you use in 2023?

MODERATOR \_\_\_\_\_ (name)  
(If the Commissioned Pastor is not Moderator.)

CP'S MENTOR \_\_\_\_\_ (name)

This covenant is agreed upon by the church session, the Commissioned Pastor (CP), and the Ministry Committee of Presbytery. (Signatures required.)

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

CP \_\_\_\_\_ Date \_\_\_\_\_

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

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**ADDENDUM TO  
COVENANT FOR SERVICES OF COMMISSIONED PASTOR**

When the presbytery, in consultation with the session or other responsible committee, determines that its strategy for mission in a local church requires it, and after additional instruction deemed necessary by the presbytery has been provided, the presbytery may authorize a Commissioned Ruling Elder to perform any or all of the following functions described below. (G-2.1001)

The session of the \_\_\_\_\_ requests that the Presbytery of West Virginia authorize \_\_\_\_\_ to perform the following functions marked below.

- \_\_\_\_\_ Administer the Lord's Supper.
- \_\_\_\_\_ Administer the Sacrament of Baptism.
- \_\_\_\_\_ Moderate the session and meetings of the congregation to which he or she is commissioned
- \_\_\_\_\_ Officiate at marriages where permitted by state law.
- \_\_\_\_\_ Have a voice and vote in meetings of presbytery.

\*\*\*\*\* \* Below is for Committee on Ministry use only \*\*\*\*\*

The Committee on Ministry authorizes \_\_\_\_\_ to perform the following functions:

- \_\_\_\_\_ Administer the Lord's Supper.
- \_\_\_\_\_ Administer the Sacrament of Baptism.
- \_\_\_\_\_ Moderate the session of the congregation under the supervision of and when invited by the moderator of the session appointed by the presbytery.
- \_\_\_\_\_ Moderate the session and meetings of the congregation to which he or she is commissioned.
- \_\_\_\_\_ Officiate at marriages where permitted by state law.
- \_\_\_\_\_ Have voice and vote in meetings of the presbytery.

The Committee on Ministry appoints the following as moderator of the session:

\_\_\_\_\_.

APPROVED BY THE COMMITTEE ON MINISTRY ON \_\_\_\_\_  
(Date)

Please return by January 8, 2023, to:

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