

**Commissioned Pastor Covenant 2025
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, 2026

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 2024? (Please include event/workshop names and the name of the sponsoring institution.)

How much of your vacation time did you use in 2024?

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.)

**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 12, 2025**, to:

Presbytery of West Virginia
Committee on Ministry
P.O. Box 11720
Charleston, WV 25339
Email: statedclerk@wvpresbytery.org