

Lay Supply Pastor Covenant 2025
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, 2026.

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

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

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 _____

APPROVED BY THE COMMITTEE ON MINISTRY ON _____
(Date)

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

Please return by **January 12, 2025**, by email or USPS to:

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