

Church - Pastor Covenant

Made between Terry Jess Joles (PASTOR) and Beacon Falls Congregational (CHURCH).

Recognizing the governing principles as defined in the Constitution and By-Laws of our church as adopted, we adopt this covenant as evidence of our commitment to promote a harmonious working relationship between the membership and the pastor. We believe that these mutual agreements and understandings will be of benefit to the church in fulfilling its mission and in fostering its continued prosperity and growth. Each of us promises to support by our prayers and actions this Pastor-Church Covenant. We prayerfully request the leadership and guidance of the Holy Spirit in this endeavor.

The Pastor's Expectations of the Church

1. TRUST in him as a person of integrity, dedicated to the work of the ministry and as a competent professional person who can manage the use of his time wisely.
2. SUPPORT for him as leader by faithfully praying, and by each member participating in the life and ministry of the church.
3. CONSULTATION with him about church affairs before decisions are made so that the church can benefit from his training and experience and so that the work of the church can be coordinated.
4. CONCERN for him and his family as evidenced by prayer support and an annual compensation review within the budget process.
5. AUTHORITY for him to approve or disapprove the coming of guest ministers and religious groups to the church, and to supervise all paid employees of the church.

The Church's Expectations of Its Pastor

1. COMPETENCY in ministry through well prepared worship services and sermons, regular visitation where there is a need, pastoral care in crisis situations, administrative and organizational leadership, and the improvement of pastoral skills through continued study.
2. AVAILABILITY by having it announced when and where he can be contacted during the week and by letting it be known how he can be contacted while he is away from the church field.
3. LEADERSHIP in worship services, evangelistic outreach efforts, discipleship and prayer ministries and the administrative work of the church in cooperation with the church's leaders.
4. LOYALTY to Biblical beliefs as found in the Holy Scriptures.
5. COOPERATION with civic and community organizations and with compatible evangelical Christian endeavors.

The Pastor's Obligation to the Church

1. To fulfill the duties of the office of pastor as a servant of the church rather than the church's ruler who always knows what is best.

- a. In service to the Church, the Pastor shall perform sacerdotal duties including leading religious services, administering sacraments (baptism, communion), performing marriages and funerals, and pastoral care of congregation members in accordance with the Constitution and Bylaws.
2. To seek to meet the spiritual needs of people through biblical preaching and teaching and to refrain from proclaiming personal opinions as the Word of God.
3. To meet the reasonable expectations of the congregation and serving under the leadership of God.
4. To manage personal and congregational money with integrity so as not to injure the witness of the church.
5. To accept the church as an imperfect organization composed of imperfect people who must be loved and forgiven, to work with the elected leaders of the church, and to be the pastor of all the people in the church.
6. To acknowledge that feed-back and constructive criticism from the congregation can be helpful and to be open enough to accept it and grow because of it.

The Church's Obligation to Her Pastor

1. To respect and appreciate the office of pastor and to support the pastor's ministry to which the he is called.
2. To grant freedom of the pulpit so that the pastor can preach in a manner and style as the Spirit of God leads in accordance with the Scriptures.
3. To follow the pastor's leadership and direction so long as it is consistent with scripture.
4. To provide for the pastor's support to the best of the church's ability and to review annually the pastor's compensation as an evidence of the church's care and concern for the minister's welfare.
5. To recognize that the pastor is human who makes mistakes and needs forgiveness like everyone else and that because of the limitations of time the pastor may not be able to fulfill everybody's expectations.
6. To talk directly with the pastor about any accusation made against him instead of discussing it in secret and to refrain from passing judgment upon the minister until verification, validation and the concerns are addressed with the pastor.
7. Annual compensation for pastoral duties in accordance with Appendix A: Annual Compensation Package which is under the purview of the Prudential Committee and will be reviewed on an annual basis.

Matters of Mutual Agreement

1. Relationship & Communication - the church shall have a pastoral relations committee to work with the pastor in keeping this covenant up-to-date, abiding by the guidelines adopted for the relationship, reviewing compensation and time arrangements, arranging for mutual evaluation sessions (annual reviews, at a minimum), handling criticisms of the pastor and hearing his complaints, helping with staff difficulties, and dealing with any problems that may arise.
2. Moving Expenses - when the pastor moves to the Beacon Falls community the church shall pay his one-time moving expenses, not to exceed \$ 2,500.

3. Background Check – the newly called Pastor is subject to a federal background check and his calling is dependent upon the church’s review of the results. If a background check cannot be performed in advance of the Pastor’s calling, the background check shall be performed as soon as possible and the Pastor may be dismissed without further compensation if the results of such background check are unsatisfactory to the Board of Deacons.
4. Ordination – in the event that the newly called Pastor is not ordained at the time of calling, the Pastor shall coordinate an ordination service with the Board of Deacons which shall take place within the first six (6) months of service.
5. Probationary Period – the newly called Pastor is considered to be on probationary status for a period of six (6) months, during which time the ministry will be observed. At the end of the probationary period, the Board of Deacons will meet with the pastor for an evaluation and determine if they believe the pastor is compatible, qualified and able to permanently fill the position. If the pastor's performance is not deemed satisfactory, suggestions for improvement will be made and the probationary period extended one (1) month (or, in the discretion of the Board of Deacons, any longer extension period not to exceed an additional six (6) months) in order to give him an opportunity to make improvements. If performance after the extension is still deemed unsatisfactory, the pastor may be suspended by majority vote of the Board of Deacons without additional notice after compensation for the period actually worked. Upon a suspension the Board of Deacons shall call a special meeting, in accordance with the Constitution and Bylaws, for a vote of the continuation of the Pastor services to the church. If the special meeting results in a vote to conclude the Pastor’s services to the church, the Pastor shall be dismissed with severance pay (as applicable).
6. Severance Pay - after six (6) years of service, if the pastor is dismissed, the pastor shall be paid three (3) months' salary and benefits (not including expenses) as severance pay or until the minister secures other employment, whichever comes first. The pastor shall not be expected to fill the pulpit or perform pastoral ministries during that time.
7. Resignation Notice - under ordinary circumstances the pastor shall give the church ninety (90) days prior notice of the minister’s resignation.
8. Termination for no confidence - if members of the congregation feel that the Pastor is no longer fit to serve the church or that the Pastor's service is unsatisfactory, the members shall bring the matter to the Pastoral Relations Committee to be resolved with the Pastor. If the matter cannot be resolved by the Pastoral Relations Committee, the matter shall be reported to the Board of Deacons. If the Board of Deacons cannot resolve the matter of confidence the Board of Deacons shall call a special meeting, in accordance with the Constitution and Bylaws, for a vote of confidence for the Pastor. If the special meeting results in a vote of no confidence, the Pastor shall be dismissed with severance pay (as applicable).
9. Termination for Cause - the Pastor may be dismissed in the event he commits (a) a "Serious Offense", which shall be defined as (i) an act of adultery, embezzlement, or any violation of applicable law other than a misdemeanor or traffic offense, or (ii) conduct in violation of the Constitution and Bylaws of the church; or (b) the Pastor becomes incapacitated in such a manner as he is unable to perform his pastoral duties as defined herein for a period of three (3) months or more. In the event of a Serious Offense or Incapacity, Pastor's employment may be suspended by majority vote of the Board of Deacons without additional notice. Upon a suspension the Board of Deacons shall call a special meeting, in accordance with the Constitution and Bylaws, for a vote of the continuation of the Pastor

services to the church. If the special meeting results in a vote to conclude the Pastor's services to the church, the Pastor shall be dismissed with severance pay (as applicable).

10. The Parsonage – the church will be responsible to make all reasonable repairs and maintenance to the parsonage. No material modifications are to be made to the parsonage without the prior approval of the Prudential Committee. The church will be responsible for paying all essential utility expenses for the parsonage (Heating Oil, Water, and Electric). The minister shall fully vacate the parsonage no later than 30 days after a separation for any reason (either dismissal or resignation), unless other timeframes are approved in advance by the Board of Deacons and Prudential Committee.

Annual Time Arrangements

The church acknowledges that the pastor's work cannot be rigidly regulated because of the nature of pastoral ministry. Crisis situations and emergencies along with meetings and a heavy schedule may alter the pastor's schedule and sometimes necessitate his rearranging his work and/or leisure. The pastor maintains regular church office hours for the purpose of church administration, counseling with any person, and discussing church or personal matters with any church member.

The primary purpose of scheduling regular office hours is to make the pastor available to church members. If the pastor is away during office hours due to an emergency, a need in the community, or member visitation, the secretary will be available to take a message and notify the pastor upon his return.

1. Work Schedule - The pastor's normal work week will consist of 5 days (four days in the office plus Sundays).
2. Paid Time Off (PTO) - The pastor will have four (4) weeks paid time off, which includes both vacation, personal and sick leave. Vacation should be scheduled to ensure that the Pastor will not be away from the church for more than two (2) consecutive Sundays.
3. Holiday Pay - The pastor shall receive the following paid holidays:

New Year's Day	Labor Day
Easter Monday	Thanksgiving Day (2)
Memorial Day	Christmas Day
Independence Day	

If a holiday falls on Saturday, Friday will be observed. If a holiday falls on Sunday, Monday will be observed. If the pastor is required to work an above scheduled paid holiday, he shall be entitled to substitute another workday.
4. Short Term Pastoral Development Sabbatical - The pastor will have two (2) weeks for the privilege of attending conferences, assemblies, or retreats as he deems necessary providing the pastor is present on Sunday for all usual services and that his absence during the week does not prevent nor hinder the church program.
 - a. In addition, after seven years of service, the pastor shall have three (3) months every seven years for an Extended Sabbatical with pay, if the budget allows. The church will pay for the cost of an interim during this three (3) month period. This extended sabbatical shall be for the purpose of improving his ministry and service to the church. A full description of the leave shall be approved by the Deacons (for suitability) and the Prudential Committee (for affordability) at least six months prior to the extended sabbatical leave being taken.
5. Pulpit Supply - The church will pay for the pulpit supply for the following reasons:
 - a. pastor's paid time off (PTO) which includes both vacation and sick leave (see item 2 above)
 - b. pastor's extended sabbatical (see item 4.a. above)

The pastor shall be responsible for securing the pulpit supply unless physically unable to do so.

6. The pastor shall be encouraged to lead or participate in short-term mission trips on a regular basis, as approved by the Board of Deacons. This ministry is considered part of the minister's responsibilities and is counted as work.
7. Paid time off (PTO) and short-term professional development sabbatical time off are both "use it or lose it" benefits and may not be carried over to the next year. At the termination of his services to the church, unused PTO or sabbatical leave will not be compensated.

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This Covenant is entered into with the prayer that the ministry of this church and the ministry of this pastor will bring glory to God and will advance His Kingdom.

Signed by:

Pastor 

Diaconate Chairperson 

Prudential Chairperson 

Approved by the church on 7 / 12 / 2020