



Please return by
February 15, 2011.

2011 CHANGES IN MINISTERIAL CALL

Church Name: _____

City / State / Zip+4: _____

Pastor's Name: _____

Title: _____ Pastor
 _____ Associate
 _____ Interim
 _____ Stated Supply

Status: _____ Full-Time
 _____ Part-Time

Hours per week: _____

Percentage of Full-time: _____

CALL PACKAGE:

2011 Presbytery Minimum

(For beginning pastors which sets the standard for all pastors)

\$41,100.00 – Effective Salary

(Cash salary, housing, utilities, and all lump sum allowances which are not direct reimbursements)

	<u>2010</u>	<u>2011</u>
Cash salary	_____	_____
Housing		
_____ Allowance	_____	_____
_____ Manse	_____	_____
Utilities	_____	_____
Full Pension/Medical	_____	_____
<i>(31.5% of Cash Salary, Housing & Utilities)</i>		
For part-time and below minimum pastors, the following calculations are to be used:		
• 12% of effective salary for Pension		
• 19.5% of effective salary (whichever is highest) for Major Medical and Death & Disability Benefits		
Continuing Education (\$1,500.00)	_____	_____
Automobile Allowance	_____	_____
Options:		
• Reimbursement for actual car expenses		
• Mileage reimbursement at a minimum of 50 cents per mile or the current level set by the IRS.		
Insurance Premiums	_____	_____
Social Security	_____	_____

2011 Report of Changes in Ministerial Call continued...

	<u>2010</u>	<u>2011</u>
Other Compensation		
_____ In Lieu of Salary	_____	_____
Explain: _____		
_____ Deferred Compensation		
Explain: _____		

OTHER INFORMATION

Personnel Matters

- _____ Church has an active Personnel Committee.
- _____ Adequacy of pastor's compensation was reviewed for him/her using the attached form.
- _____ Annual performance review was conducted.

Professional Issues

- _____ Pastor used study leave/continuing education in 2010.

List courses that were taken:

<u>DATE</u>	<u>COURSE TITLE</u>	<u>COURSE DESCRIPTION</u>
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COMPENSATION ADEQUACY REVIEW FORM

1. Is the pastor's salary below, same as, or above the Presbytery's minimum requirements?
2. Does the pastor's salary take into account the following factors: membership size, the church's mission, the life experience and/or ministry experience the pastor brings, and the pastor's job performance?
3. Is the pastor's housing allowance sufficient in securing and maintaining a residence in the church's particular economic locale?
4. If a manse is provided, has the Session's building and property representatives inspected the manse and made the necessary repairs/improvements to maintain adequate housing for the pastor?
5. Does the utilities allowance cover the cost of utilities?
6. Does the car allowance cover the costs of the mileage of the pastor in her/his work?
7. Is the continuing education allowance adequate in covering the costs of the pastor's continuing education and is the study leave adequate to meet the goals of the pastor and the congregation?
8. What other allowances and/or items of compensation need to be reviewed?
9. Does the Session need help in answering these questions from the Presbytery's Professional Care and Development Committee and the Congregational Care and Development Committee before the Session makes its recommendations to the congregation?

Pastor

Personnel Chair or Clerk of Session