



Definition of Compensation, Benefits and Responsibilities for Associate in Ministry, Deaconess or Diaconal Minister Under Call

Prepared by _____
 Name _____ Congregation _____

For _____

For the Period _____ to _____

A. COMPENSATION

The congregation will provide the following annual compensation: \$ _____

B. PENSION AND OTHER BENEFITS

The congregation will sponsor the rostered lay person in the Pension and Other Benefits Program of the Evangelical Lutheran church in America, which provides retirement, disability, survivor, and medical-dental coverage. (*Sponsorship will include medical-dental coverage for the individual's spouse and children unless they have other employer-provided group medical insurance coverage and the individual consents to waiving medical-dental coverage for them under the ELCA Pension and Other Benefits Program.*)

1. ELCA Pension at _____% of defined compensation \$ _____
2. ELCA Medical and Dental Insurance (*check one below*):
 - Member only Member and Children Coverage Waived
 - Member and spouse Member, spouse & children
3. Other Insurance or benefits: _____ \$ _____
 _____ \$ _____

C. EXPENSES

The congregation will provide for the following expenses related to this ministry:

- a. Automobile and travel allowance \$ _____
- b. Other professional expenses \$ _____
- c. Expenses for official meetings of the synod, as reimbursed \$ _____
- d. Continuing education (\$1000 recommended; minimum \$700 from calling source) \$ _____
- e. Other _____ \$ _____
- f. Pay the moving expenses to this field of service as follows _____

D. AGREEMENT

1. Vacation time of _____ days per year, including _____ Sundays
2. Paid sabbatical leave of _____ months after each four years of service in the same ministry setting.
3. Continuing education time of _____ weeks per year (*recommended minimum of two weeks per year that may be accumulated up to three years, as reflected in a continuing-education agreement developed by the rostered lay person and congregation council*)
4. Participation in a First-Call Theological Education Program, where applicable
5. Ongoing care through a Mutual Ministry Committee
6. Up to two months of continued salary and contributions to the ELCA Pension and Other Benefits Program in a 12-month period in the event that the pastor is physically or mentally disabled
7. Maternity/Paternity or Adoptive leave of _____ weeks with full salary, housing and benefits (Recommended 6 weeks; 4 weeks minimum)

E. OTHER PROVISIONS

Special emphases of the lay rostered leader and special encouragement by the congregation:

- 1. During this time period, the lay rostered leader will give special attention to the following:

- 2. The congregation will encourage and support this lay rostered leader’s ministry in the following ways:

F. OTHER MATTERS

Such as accountabilities, service on synodical or churchwide boards and committees, work in church camp programs, or other such details.

G. COTERMINOUS CALL

Calls of Lay Rostered Leaders are coterminous with the ending of the call of the senior/lead pastor. See attached document on Team Ministry calls for additional details.

I certify that the necessary approvals of the congregation and congregational counsel have been granted for the provisions set forth above.

Congregation President

Date

I certify that I accept the above statement:

Rostered Lay Person

Date