

Form F-7: Interim Pastor Contract
Committee on Ministry – Presbytery of Tampa Bay

This contract is by and between the session of the _____ Presbyterian Church of _____, Florida and Rev. _____ beginning the _____ day of _____, year _____. All the provisions of COM Policy #19 apply to this contract.

General Provisions: The Interim Pastor will lead worship and preach a minimum of 10 times per quarter, adjusted to provide preaching opportunities for other pastoral staff, and fulfill all other expectations listed on COM Policy #19. This agreement is for a period of 12 months. It may be extended and/or modified in consultation with the session and with the approval of the COM in accordance with COM Policy #19. The financial compensation terms of this agreement are as stated on COM Form F-1, a copy of which is attached. No agreement between the church and the interim pastor is valid other than this contract and Form F-1 unless specifically approved by COM.

Termination Provisions During the Interim Contract: The agreement between the church and the Interim Pastor may be terminated with the approval of the COM prior to the end of the interim contract. Termination may be initiated by either the session or the Interim Pastor with 30 days written notice. All unused study leave allowance, study leave and vacation leave will be paid on a prorated basis to the Interim Pastor at termination.

Termination Provisions at the End of the Pastoral Search: After the Pastor Nominating Committee selects a finalist, the COM chair or the Executive Presbyter will give 60* days notice in writing to the Interim Pastor. *This 60-day notice may in certain unusual circumstances be adjusted to a period of not less than 30 days or more than 90 days. This adjustment must be made at the inception of this contract and must be with full knowledge of financial implications by the Session, Church Treasurer, Chair of Finance Committee, COM Liaison, and Interim Pastor.

Personal, Continuing Education, and Vacation Leave: During the notice period, the Interim Pastor is given whatever personal leave is needed to interview for a new position. At the end of the notice period, all unused continuing education leave and allowance is paid to the Interim Pastor. Unless other arrangements are agreed upon by the Interim Pastor, session and COM, vacation must be taken during the contract period and not accrued until the end. Unless the session and COM approve otherwise, all unused vacation leave is lost and cannot be given to the Interim Pastor. With the approval of the COM, the session may choose to keep the Interim Pastor employed until the new pastor arrives. In this case, all unused vacation, study leave, and study leave allowance plus two months of severance will be paid to the Interim Pastor at the end of employment.

Signatures	Telephone
_____ Minister.....	(____)_____
_____ Search Committee Chair.....	(____)_____
_____ Clerk of Session.....	(____)_____
_____ Committee on Ministry Chair.....	(____)_____
_____ Stated Clerk	(____)_____