

EASTMINSTER PRESBYTERY 2024 Annual / Initial Terms of Call

Name of Minister: _____

Church or Employing Organization _____

Type of Position (select one): Full Time Part Time
If less than full-time, specify the number of hours for which services are provided: _____

Type of Terms of Call (select one): INITIAL terms of Call ANNUAL Terms of Call

Compensation adequacy was reviewed with the minister by _____ (e.g., Session) on _____ (date)

For Installed: The congregation of _____ approved the terms of call on _____ (date)
with a starting date of _____.

Non-Installed: The Session of _____ approved the terms of call on _____ (date)
with a starting date of _____ and an ending date of _____ (not to exceed 12 months).

The details of this call are found on page 2 of this form

Signatures:

Pastor

Date

Clerk of Session

Date

Moderator (if Initial Terms of Call)

Date

Please send a copy of this completed form to the Eastminster Presbytery:

Mail to: COM Leadership
P.O Box 14439
Poland, OH 44514

Fax to: 330-757-1970, Attn: COM

Email to: diane@eastminsterpresbytery.org

Compensation INCLUDED in Effective Salary

If you have any questions, please log on to [Benefit Connects](#) on the Board of Pensions Webpage or contact Member Services at 800-773-7752. An Effective Salary Calculator is available to help with calculations. Please click on the link or visit: <http://www.pensions.org/calc/totalSalary>

	2023	2024
1. Annual Cash Salary	\$ _____	\$ _____
2. Housing Allowance, include allowance for utilities or furnishings	\$ _____	\$ _____
3. Employer contributions (403 (b)(9) plans, tax-sheltered annuity plans)	\$ _____	\$ _____
4. Bonuses, Gifts from Employer	\$ _____	\$ _____
5. SECA Allowance (EXCESS 50% of tax obligation- Tax obligation: 15.3%)	\$ _____	\$ _____
6. Manse Amount (must be at least 30% of lines 1-5).....	\$ _____	\$ _____
7. Total Effective Salary (Sum of lines 1-7)	\$ _____	\$ _____

NOTE: Minimum compensation for full-time service is \$48,000.00. Compensation and Reimbursements are pro-rated based on time of service

Benefits NOT INCLUDED in Effective Salary

8. Board of Pensions Benefits - Please include a copy of the Employer Agreement from Board of Pensions – [pensions.org – benefits connect – BoardLink](#)

Pastor’s Participation \$ _____ \$ _____
(Estimated Cost from Employer Agreement)

Member’s Choice \$ _____ \$ _____
(Estimated Cost from Employer Agreement)

9. SECA Obligation Offset \$ _____ \$ _____
(EQUAL TO OR LESS than 50% of tax obligation- Tax obligation: 15.3%)

10. Travel/Mileage Stipend (subject to IRS reporting) \$ _____ \$ _____

11. Other Optional Benefits not included in Effective Salary \$ _____ \$ _____

Please specify: _____

Professional Expenses NOT INCLUDED in Effective Salary

12. Continuing Education Reimbursable Expense (minimum \$800) \$ _____ \$ _____
NOTE: With Session’s approval & accumulating up to three (3) years

13. Professional Reimbursable Expenses (minimum \$500) \$ _____ \$ _____

14. Travel/Mileage Reimbursable Expenses (Mileage at current IRS rate) \$ _____ \$ _____
NOTE: Vouchered rate, not a monthly stipend (minimum \$3,600)

15. Other Reimbursable Expenses (optional) \$ _____ \$ _____

Please specify: _____

Vacation and Leave Time

16. Vacation (minimum 4 calendar weeks) _____ weeks

17. Study Leave (minimum 2 calendar weeks) _____ weeks

18. Family Medical Leave _____ weeks
(required - minimum of 12 weeks paid family medical leave (per G-2.0804, Book of Order)

19. Sabbatical Leave (after six consecutive years of service) – Has your congregation adopted a Sabbatical Leave Policy? _____ Yes _____ No