



**Commissioned Lay Pastor Contract  
Presbytery of Baltimore**

This agreement sets forth the basis for a working relationship between CLP \_\_\_\_\_  
\_\_\_\_\_

and the Session of \_\_\_\_\_ for the period  
beginning \_\_\_\_\_ and ending \_\_\_\_\_.

The CLP will be paid \_\_\_\_\_ per week for the term of this agreement, payable  
weekly/monthly/bi-weekly (circle one)

Vacation and other leave \_\_\_\_\_

The following additional benefits will also be provided (list benefit, source such as Board of Pensions, an insurance company, a Retirement Savings account etc. and the cost of the benefit to the church)

- 1.
- 2.

**Shared Goals for the Well-being of the Church**

1. Will work together to provide for the spiritual growth and the ongoing mission and work of the church.
2. Will facilitate open sharing of information with the congregation.

**Expectations of the Commissioned Lay Pastor (add or strike out as needed)**

1. Will provide regular preaching and worship leadership on \_\_\_\_\_ Sunday mornings a month and at special services (list) \_\_\_\_\_ taking appropriate time for study and preparation. Will officiate at weddings and funerals and administer the sacraments as agreed upon with the Session.
2. Will provide (along with elders and deacons and in accordance with the practices of the congregation) continuing pastoral care for church members and friends, including hospital and home visitation in crises. Other duties to include:  
\_\_\_\_\_
3. Will function as Head of Staff, supervising church employees; will moderate Session meetings; will plan for and moderate congregational meetings; and will provide, with the Session, organizational oversight for the work of the church.
4. Will work collegially with Session committees in program planning.
5. Will be accountable to the Presbytery Commission on Ministry and to the Session of the church.

6. Will abide by the Presbytery's Ministerial Ethics Guidelines, Dismantling Racism Training, and Sexual Misconduct Policy and its required training. See [Sexual Misconduct Policy and Its Procedures](#) and [Ministerial Ethics Guidelines](#).

**Expectations of the Session**

1. Will work cooperatively with the CLP and the Presbytery to support the work of this ministry.
2. Will continue to fulfill their *Book of Order* responsibilities for the life and work of the church.
3. Will review this contract with the CLP for changes and/or renewal at least thirty (30) days prior to the end of the contract. This contract may be renewed annually with the approval of the Session and COM and should include appropriate considerations for cost-of-living increases.

**Expectations of Presbytery**

1. Will provide support and consultative services to the CLP, including appointing a mentor as required by the Book of Order, and the Session through the staff and the Commission on Ministry (COM).
2. Will assist the Session and CLP with emerging needs through the resources of the committees and commissions of Presbytery.

**Mutual Expectations**

1. Will provide prayer and spiritual support to each other as members of the family of Christ.

**Termination Provisions**

1. This agreement may be terminated by the Session with thirty (30) days' notice and the approval of the COM. Failure to extend the contract prior to twenty (20) days from its expiration, or notice of non-renewal of the contract, shall be considered non-renewal.
2. The CLP may terminate this agreement with thirty (30) days' notice, in which case payment beyond the thirty (30) day period will be forfeited. Termination of the contract also terminates the commission as a CLP.

**Signatures:**

Pastor \_\_\_\_\_ Date \_\_\_\_\_

Clerk of Session \_\_\_\_\_ Date \_\_\_\_\_

Representative, COM \_\_\_\_\_ Date \_\_\_\_\_

Copies to: CRE/CLP, Clerk of Session. Presbytery office, COM Representative