

PRESBYTERY OF COASTAL CAROLINA

Pastoral Call Form for Ministers – Church Using a Manse

The _____ Presbyterian Church of [City, State] _____, of the
Presbytery of Coastal Carolina, being well satisfied with your qualifications for ministry and
confident that we have been led to you by the Holy Spirit as one whose service will be profitable
to the spiritual interests of our church and fruitful for the Kingdom of our Lord, earnestly and
solemnly calls you,

to undertake the office of

Pastor (Associate Pastor)

of this congregation, beginning _____, promising you in the discharge of
your duty all proper support, encouragement and allegiance in the Lord.

That you may be free to devote full time (part time) to this ministry with the Presbytery of
Coastal Carolina, we the _____ Presbyterian Church promise and obligate
ourselves to provide you the following annually:

A. Effective Salary

1. Cash Salary \$ _____
2. Other (specify) if applicable
a. Manse Equity Allowance \$ _____
b. Utilities/Furnishing Allowance \$ _____
☐ Or check here if utilities are maintained in the name of the
church and paid by the church
c. Dental Insurance/Medical Deductibles \$ _____
d. Other (Deferred Compensation, bonus, etc.) \$ _____
3. Free use of the Manse (Manse value)
(30% of lines 1 & 2) \$ _____

Total Effective Salary \$ _____

B. Benefits

4. SECA Allowance \$ _____
5. Board of Pensions \$ _____
Includes Pension, Death and Disability, Medical Insurance

C. Vouchered Professional Reimbursements

Reimbursements for Ministry Expenses \$ _____
(To include auto expense reimbursement [at the IRS business
rate] and expenses for continuing education, professional
literature, and other costs of ministry.)

Total Salary and Professional Expenses \$ _____

We will pay regularly in advance to the board responsible for benefits a sum equal to that requisite per cent of your compensation which may be fixed by the General Assembly of the Presbyterian Church (U.S.A.) for participation in the Benefits Plan of the Presbyterian Church (U.S.A.), including pension, death, disability and medical coverage, or any successor plan approved by the General Assembly, during the time of your being and continuing in the pastoral relationship set forth in this call to this church.

Additional Benefits:

- a. Vacation time: 4 weeks to include 4 Sundays.
- b. Continuing Education/Study Leave: 2 weeks including 2 Sundays the use of which is to be planned in consultation with the session.
- c. Holidays as determined by Presbytery policy.
- d. Full, usual, customary & reasonable cost of moving to the field by a licensed carrier.
- e. FAMILY LEAVE is required:
 - A. FAMILY LEAVE is a mutual agreement between the Session and Pastor for the good and welfare of the whole of God's holy people. A Covenant of Care and Compassion is a formal opportunity to express agreement in family leave policies. Guidelines for A Declaration of Family Leave Policy and A Covenant for Care and Compassion are available at the Presbytery Office.
 - B. FAMILY LEAVE may include such items below, is time released for medical care and treatment.
 - Sick Leave shall accumulate at least 1 ¼ days each month to 90 days total. Sick Leave of 5 days shall be accrued to newly installed pastors. When sick leave taken exceeds 5 days in a 6-month period, a church may require a statement from the attending physician.
 - Maternity/Paternity Leave – 8 weeks with payment of salary and benefits excluding reimbursable expenses. An additional two (2) weeks may be granted from accumulated sick leave if needed.
 - Adoptive Leave – 8 weeks with payment of salary and benefits excluding reimbursable expenses.
 - Caring for other family members.

Background Check/Boundary Training

The Presbytery of Coastal Carolina requires a criminal background check and Boundary Training Certification by Safe Gatherings. Information on how to register and take the training can be [found by clicking here.](#)

In testimony whereof we have subscribed our names this _____ day of _____ 20_____.
Members of the PNC Date of Congregational Meeting

Having moderated this congregational meeting which extended this call for ministerial services, I do certify that the call has been made in all respects according to the rules laid down in the Form of Government, and that the persons who signed the foregoing call were authorized to do so by vote of the congregation.

_____, Moderator of the Congregational Meeting