

**PARISH ASSOCIATE AGREEMENT**

The Session of \_\_\_\_\_ Presbyterian Church of \_\_\_\_\_, Virginia, requests the Presbytery of Eastern Virginia to approve \_\_\_\_\_ as Parish Associate of this congregation to begin \_\_\_\_\_ and to end on \_\_\_\_\_. We are satisfied with his/her qualifications and trust that his/her ministry in the Gospel will be to our spiritual benefit. This agreement is made with the privilege for re-negotiation by the Session and Parish Associate on terms of compensation and time of service, with review by the Committee on Ministry, and may be renewed on an annual basis. It is further understood that despite the stated ending date, the agreement will terminate when the call to the installed pastor is dissolved and that it may also terminate with 30 days written notice by either the Session or the Parish Associate.

The following will be expected of the Parish Associate:

\_\_\_\_\_ Hours \_\_\_\_\_  
\_\_\_\_\_ Hours \_\_\_\_\_  
\_\_\_\_\_ Hours \_\_\_\_\_  
\_\_\_\_\_ Hours \_\_\_\_\_  
TOTAL HOURS \_\_\_\_\_

The Session requests that the Parish Associate be appointed Moderator of Session \_\_\_yes \_\_\_no

On behalf of the congregation we promise to support and encourage the Parish Associate in the performance of his/her duties, including the following compensation:

Annual Salary \$\_\_\_\_\_ (in regular \_\_\_\_\_ payments)  
Housing arrangements \_\_\_\_\_  
(If part of salary is to be for housing, give dollar amount designated for housing, utilities, furnishings and appurtenances).  
Reimbursement of automobile expenses at the rate of \_\_\_\_\_ per mile or \_\_\_\_\_  
Pensions Dues \_\_\_\_\_ Social Security Supplement \_\_\_\_\_ Moving Expenses \_\_\_\_\_  
Vacation Leave \_\_\_\_\_ Other provisions \_\_\_\_\_

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

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This is to certify that I have received and accepted this agreement to be Parish Associate.

Date: \_\_\_\_\_ Parish Associate: \_\_\_\_\_  
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The above agreement has been reviewed and approved by the Committee on Ministry of the Presbytery of Eastern Virginia.

Date: \_\_\_\_\_ Committee on Ministry Chair: \_\_\_\_\_