

## Annual Pastoral Compensation and Benefits

\_\_\_\_\_ Church of the Nazarene

**Financial Package for:** \_\_\_\_\_

	Month	Annual
1. Housing Allowance		
2. Health Insurance: premiums, HRA or HSA for co-pays, Rx's, OTC drugs, dental, vision, AD&D, and life insurance.		
3. Tax-sheltered annuity (with signed agreement)		
4. Social Security Re-imburement		
5. Cash Salary		
6. Other (explain)		
<b>Total Financial Package</b>		

**Professional Expenses Reimbursement:** (To be paid out of church expenses with proper accounting to the church treasurer.)  
 Month: \_\_\_\_\_ Annual: \_\_\_\_\_

**General Assembly Expense:** (For pastor to attend General Assembly every four years. Set aside \$600 per year in a saving account.)  
 Month: \_\_\_\_\_ Annual: \_\_\_\_\_

**Policies:** Pastor's salary and benefits package will be reviewed each year one month before budget planning meeting. Use a new form for any changes.

**Vacation:**

- 1-5 years service in the denomination ..... 2 weeks paid vacation
- 6-10 years service in the denomination ..... 3 weeks paid vacation
- 11-14 years service in the denomination ..... 4 weeks paid vacation
- 15 or more years service in denomination ..... 5 weeks paid vacation

**Professional Week:** Yes \_\_\_\_\_ No \_\_\_\_\_  
 (Attendance at General Assembly, conventions, district assembly, camp meeting and other district activities will not be counted as vacation.)

**Sabbatical Leave:** After six years service to the local church, a \_\_\_\_-week paid sabbatical will be granted.

**Bonus:** A \$ \_\_\_\_\_ Christmas bonus will be given to the pastor from the church.

**Pastor Appreciation:** The pastor will be remembered in some way in October for Pastors Appreciation Month.

**Love Offerings, Personal Gifts:** These may be given from the congregation or by individuals at any time.

**Maternity or Paternity Leave:** Yes \_\_\_\_\_ No \_\_\_\_\_ Weeks with Pay \_\_\_\_\_

**Any other agreement made between pastor and church:**

1.

**Adopted by the Church Board on** \_\_\_\_/\_\_\_\_/\_\_\_\_\_. (mm/dd/yyyy)

**Effective Date:** \_\_\_\_\_

**Pastor's Signature:** \_\_\_\_\_

**Church Board Secretary's Signature:** \_\_\_\_\_

Instructions:

- 1) Send a copy to the district office.
- 2) Include this in the church board minutes in order to meet the IRS requirements of "designated in advance" for housing allowance, health insurance, and professional expense reimbursements, along with being a written contract between the pastor and church board.
- 3) It can be amended any time but not back-dated.