COVENANT AGREEMENT FOR TEMPORARY RELATIONSHIPS

In accordance with G-2.05b of the *Book of Order*, the Session of Tawas Area Presbyterian Church, East Tawas, Michigan enters into an agreement with The Reverend Susan Colette Hand to serve the above congregation as Part-time Supply.

The Session, being satisfied with your qualifications and trusting that your ministry in the Gospel will be to our spiritual benefit, is agreed upon the following covenant:

1. That The Reverand Susan Colette Hand will begin service on January 1, 2027 and will be accountable to the Session, and responsible to the Presbytery through the Commission on Ministry during the period of this covenant agreement. This agreement is for a period of 3 years, after which it may be extended on a recommendation to the Commission on Ministry and approval by the Presbytery. This agreement may be terminated by either party on 30 days' written notice.

2. This covenant agreement is for part-time supply pastoral leadership. Compensation, responsibilities, and other duties will be as follows:

Compensation:

Cash Salary:	$27,000.00
Housing Allowance:	$25,000.00
Insurance Allowance:	$ 6,000.00
Mileage:	Current IRS Business Standard Mileage Rate
Vacation:	4 weeks (non-consecutive) including Sundays
Family Leave:	Up to 12 weeks
Continuing Education:	3 weeks including Sundays
Compensatory Time Off:	5 weeks plus Sundays
	12 weeks plus Sundays at one week per month
Reimbursable items:	Study leave allowance, phone calls, professional expenses, other

Responsibilities & Time Expectations (averaging 25 Weekly Hours):

Work Schedule and Ministry Responsibilities

The Pastor shall serve the congregation in a **part-time position averaging twenty-five (25) hours per week**. The following allocation of time is intended as a guideline to reflect the primary areas of ministry. Because the work of pastoral ministry is seasonal and responsive to the needs of the congregation, the actual distribution of hours may vary from week to week.

A. Worship and Sacramental Ministry – Approximately 8 hours per week

Provide Christ-centered leadership in worship, including preparation for and leadership of Sunday Traditional Worship services; celebration of the Sacrament of Holy Communion as scheduled; children's messages; seasonal and special worship services; and other worship-related responsibilities.

B. Christian Education and Spiritual Formation – Approximately 4 hours per week

Plan and lead opportunities for Christian education and spiritual growth for adults and youth, including Bible studies, grief support groups, discipleship opportunities, and other faith formation ministries.

C. Evangelism, Outreach, and Community Engagement – Approximately 5 hours per week

Lead and encourage the congregation in evangelism and outreach with the goal of growing disciples and increasing church participation. Collaborate with the leadership of **Spirit of the Lakes**, the church's New Worshiping Community, to build meaningful relationships with neighbors, engage the Tawas community

and surrounding region, and develop ministries that extend Christ's welcome beyond the church walls.

D. Pastoral Care and Congregational Life – Approximately 4 hours per week

Provide pastoral care to the congregation through visitation of shut-ins and those in need, bereavement support, pastoral counseling, leadership mentoring, and the administration of weddings (including premarital preparation), baptisms, funerals, and other pastoral responsibilities.

E. Administration and Church Leadership – Approximately 4 hours per week

Provide administrative leadership for the congregation, including oversight of church finances in collaboration with the Session and Treasurer, participation in monthly church meetings, staff coordination, planning, communication, and other responsibilities necessary for the effective operation of the church.

3. A mutual evaluation of the relationship between the Session and the pastor will occur before year end along with a compensation review. An appropriate committee of Session may represent the Session in the evaluation process.

4. At the termination of the agreement, the Session and the pastor agree to participate in an evaluation of the period of service by the pastor.

CERTIFICATIONS

A. This Covenant Agreement was approved by the Session on 9/28/24

A. P. Sowell
Clerk of Session

B. This Covenant Agreement was approved by the Commission on _____

_____
Chairperson, Commission on Ministry

C. This Covenant Agreement was approved by the Presbytery on _____

_____
Stated Clerk

ACCEPTANCE

This is to certify that I accept this Covenant Agreement and agree to serve as Part-time Supply.

_____ _____

(Date) (Signature)