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, 2025 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:	$37,000.00
Housing Allowance:	$15,000.00
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:

Lead worship and preach
Pastoral visitation (home/hospital/nursing home/office visits)
Administer the Sacrament of the Lord's Supper
Funerals/Memorials
Baptisms
Perform marriages (with pre-marital classes)
Moderate Session meetings

Other Duties:

Provide support/guidance to all committees.
Administration in overseeing the office staff and monthly church meetings
New member classes
Ministering congregational needs such as bereavement and counseling

Time Expectations (25 Weekly Hours):

Sunday: 10 hours for worship and preparation throughout the week

Monday: 7 hours for social ministry and preparation for bible study

Tuesday: 8 hours for evangelism, administration and bible study

3. A mutual evaluation of the relationship between the Session and the pastor will occur before year end along with a compensation review. A 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 10-28-24

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)