

Presbytery of the Highlands of New Jersey - Minimum Terms of Call for 2024

W-4.4006b (3) - Do we promise to pay him/her fairly and provide for his/her welfare he/she works among us; - Ordination/Installation questions for the congregation



The Committee on Ministry approved the following Minimum Terms of Call that are effective January 1, 2024, for all new terms of call.

Special Note: Effective for all new calls for 2023 and onward, payment of the church portion of the SECA Allowance (Line 13 – 7.65% of Line 10) is mandatory. For existing calls, churches are strongly advised to cover this portion of the SECA.

All pastor positions must meet the Minimum Terms of Call.

Pastor in an Installed Position (Full-Time = 40 Hours per Week) or in a Covenant Supply Position at 20 hours per week or more.

	Mandatory (3% Increase)
Minimum Effective Salary*	\$67,000
Pension/Medical	\$26,130** (39%)
Travel/Professional Reimbursement	\$1,000
Continuing education Allowance	\$1,200
Study Leave	2 Weeks Incl. 2 Sundays
Paid Vacation	4 Weeks Incl. 4 Sundays
Total	\$95,330

* Minimum Effective Salary includes housing, cash salary, deferred compensation, and any unvouchered expense. *Line 10 of Terms of Call Worksheet must equal or be greater than the Minimum Effective Salary.* For a pastor with a manse, the value of the manse is ordinarily the fair market rental value.

The value of the manse must be at least 30% of the total effective salary.

Please consult the Board of Pensions publication "Understanding Effective Salary" for a complete list of what is and what is not included in Effective Salary.

Pastor exceeding 40 hours per week in their previously approved terms of call

- May reduce new terms of call to 40 hours per week but effective salary would be reduced proportionately, but not beneath minimum terms of call.
- New terms of call over 40 hours per week are not permitted.

Pastor with a Less than Full-Time Call (less than 40 hours per week)

See the "Rubric of Pastoral Responsibilities for a Solo Pastor" which outlines the responsibilities and hours required for part-time positions.

The minimum Effective Salary for a part-time teaching elder is the % of full-time hours that pastor works. Vacation and Continuing Education weeks and Travel and Continuing Education reimbursement are the same as full time.

**Please see the Presbytery Terms of Call Worksheet calculator for part time Board of Pension amount.

*** Part-time: use % of full-time hours to determine minimum effective salary

Pastors serving as Supply pastor or Interim/Transitional Pastor

Board of Pensions benefits (medical, death and disability, pension) are **required** for ministers working 20 hours or more unless other medical insurance is available. ** In such a case, it is required that the pension and death and disability portions of the dues (**12%**) be paid.

** In the event the alternative medical insurance is no longer available (i.e. in the case of a job change), the church will be required to provide medical coverage.

If you have any questions, please contact one of the COM moderators or your COM liaison.

Commissioned Ruling Elders

	<i>Member Medical Coverage Only</i>
Effective Salary*** (75% of FT Pastor)	\$50,250
Travel/Professional Reimbursement	\$1,000
Continuing Education Allowance	\$1,200
Study Leave	2 Weeks <i>Incl. 2 Sundays</i>
Paid Vacation	4 Weeks <i>Incl. 4 Sundays</i>
Total Minimum	\$52,450

Negotiable items include: Medical/Dental Insurance, SECA, 403(b)