

# 2025 Pastoral Terms of Call

Presbytery of Philadelphia

**To submit a completed contract for approval, please contact  
Presbytery Office for DocuSign form**

Name of Minister \_\_\_\_\_ Job Title \_\_\_\_\_

Name of Church \_\_\_\_\_ Effective Date \_\_\_\_\_

Please select one  Installed  Supply  Transitional  Designated  Bridge

Hours per week  Full Time (35+ hours)  3/4 time  1/2 time  less than 1/2 time

## Annual Compensation

Effective Salary:	Cash Compensation	_____
	Manse Fair Rental Value or Housing Allowance	_____
	Housing Equity Offset	_____
	Reimbursements (See below)	_____
	Other Cash Payments (See below)	_____
	<b>Total Effective Salary</b>	<b>\$ _____</b>

## Calculation of Board of Pension Dues:

Covenant Package, 10% of Effective Salary	_____
Transitional Pastor's Participation, 33% of Effective Salary	_____
<b>OR</b>	_____
Congregational Pastors Package, 16% of Effective Salary	_____
Plus One of the Following:	_____
Member Only	\$0
Member and children	\$8,950
Member and spouse	\$11,000
Member and family	\$20,600

**Total Effective Salary and Board of Pension Dues** **\$ \_\_\_\_\_**

## Other Compensation not included in Effective Salary,

### Allowances and Professional Expenses (fully accountable)

SECA supplement, 7.65% of Effective Salary	_____
Professional expenses & travel with mileage vouchered at current IRS rate	_____
Study Leave allowance	_____
Medical reimbursements (see below)	_____
Employer matching contributions to 403b (see below)	_____
Moving expenses	_____
Other	_____

**Total Other Compensation and Allowances** \_\_\_\_\_

**TOTAL TERMS OF CALL PACKAGE** **\$ \_\_\_\_\_**

## Paid Leave

Study Leave (2 weeks minimum)	_____
Vacation (1 month, 4 Sundays minimum)	_____
Other (e.g. parental, sabbatical, GA)	_____

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**Reimbursements:**

- SECA Reimbursements in excess of 7.65%
- Health insurance reimbursements include copays, coinsurance, deductibles, and premiums are excluded from Effective Salary if part of a Health Insurance Arrangement, (HRA)

**Other Cash Payments:**

- Bonuses
- Employer's 403b contributions unmatched by employee
- Generally, unaccountable expenses and allowances are included in Effective Salary

Accepted by the Minister \_\_\_\_\_  
Signature Printed Name Date

Accepted by the  
Congregation/Session \_\_\_\_\_  
Clerk of Session Signature Printed Name Date

**Sections below to be completed only if new terms of call for an installed position**

Having moderated the congregational meeting which extended this call for ministerial services, I do certify that the call has been made in all respects according to the rules laid down in the Form of Government, and that the person who signed the foregoing call was authorized to do so by the vote of the congregation.

\_\_\_\_\_  
Signature, Moderator of Congregational Meeting Printed Name Date

This call has been received and approved by the Commission on Ministry.

\_\_\_\_\_  
Signature, Moderator of Commission on Ministry Printed Name Date  
OR

\_\_\_\_\_  
Signature, Stated Clerk of the Presbytery Printed Name Date