Draft ☐

Final ☐

Covenant Template for a Pastor Accompanying a Congregation in Transition (PACT)

_____

Rostered Minister's name

Our ministry comes from Christ through the church and belongs to the whole people of God. The gospel calls all Christians to be ministers in word and deed, so it is the privilege of every Christian to be a steward of the gospel of God's reconciling love. The whole church ministers as it celebrates God's presence, shares the good news, cares for those in need and witnesses to the power of God's love.

The Evangelical Lutheran Church in America recognizes the office of pastor. It also recognizes that there are occasions when congregations need to be served by a pastor who will accompany the congregation during a time of leadership transition. The Greater Milwaukee Synod refers to pastors who engage in this accompaniment as a PACT or a Pastor Accompanying a Congregation in Transition. Keeping in mind the apostolic advice that all things be done decently and in order (1 Corinthians 14:40), the church provides a covenant between a PACT and a congregation.

1. ACCORDINGLY, _____ and the Greater Milwaukee Synod covenant with
   name and city of congregation

   _____ to serve as a PACT beginning on _____ in the following position:
   name of pastor date

   ☐ **Interim Pastor** - provides pastoral leadership and support to the congregation, helps with a basic ministry assessement, and guides a Mission Exploration Team process.

   ☐ **Transition Pastor** - provides pastoral leadership and support for an extended amount of time, but does not guide a Mission Exploration Team process, or a congregational ministry assessment.

   ☐ **Transition Consultant** - this role varies depending upon each situation. The responsibilities might include guiding a Mission Exploration Team process, helping to lead a congregational healing process, or helping to analyze a congregation's systemic structure. A transition consultant does not lead the ongoing worship and pastoral care needs of a congregation.

   ☐ **Bridge Pastor** - provides pastoral leadership and support (specifics are determined by the council) for a short amount of time either before an interim pastor can begin or after an interim pastor has left but before a newly called pastor begins.

   ☐ **Consistent Supply Pastor** - provides consistent weekly worship leadership by preaching and presiding at services as agreed upon with the council.

   ☐ **Other** as negotiated with synod staff and congregational council. (please specify)

2. THE PACT WILL SERVE our congregation (check one)

   ☐ full time, for an average of _____ hrs/week

   ☐ part time, for an average of _____ hrs/week

   ☐ other (please describe) _____

   Please note any special arrangements related to FT and PT scheduling:

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3. THIS COVENANT SHALL BE A SYNOD CALL to interim ministry.

☐ Yes ☐ No

The call will end when this PACT covenant ends. The PACT must serve for a minimum of 15 hrs/week for at least 6 months for a synod call to interim ministry to be an option. This is the same minimum that Portico requires in order for a congregation to sponsor a rostered minister with Portico benefits.

4. THE TERMINATION DATE OF THIS COVENANT shall be determined in consultation with the church council, the PACT, and the synod staff. In no case shall the termination date be beyond the starting date of the permanently called pastor. The PACT, the congregation's council, or the synod staff may also terminate this call, prior to the start of a permanently called pastor. Written notice of the termination date needs to be received by the council and the PACT within _____ days of the last date of service and forfeiture of any payment beyond that date, unless there is unused vacation to be paid out. (Please see section 8, item 3 about unused vacation.)

The conditions and mutual agreements of this covenant are set forth as follows:

5. WE TOGETHER WILL subscribe to the constitution and bylaws of the Evangelical Lutheran Church in America and to the constitution and bylaws of the congregation.

Check all that apply

- ☐ Examine the history of the congregation and work through the transition emotions that usually follow the departure of a pastor.
- ☐ Conduct a basic ministry assessment of the congregation.
- ☐ Seek to confirm and identify current issues facing the congregation and develop ways of dealing with them.
- ☐ Develop a vision for this transition period and provide leadership to complete this vision.
- ☐ Work together to form a Mission Exploration Team (MET), lay out a plan for congregational participation and input, and get a Ministry Site Profile (MSP) completed.
- ☐ Prepare the congregation for a Town Hall meeting to review the final draft of the MSP with the bishop and/or other synod staff.
- ☐ Examine the congregation's connection with conference, synod and churchwide units and seek to strengthen collaboration.
- ☐ Prepare for the arrival of the new pastor.

List any additional items agreed upon by the PACT and council. (add more lines as needed)

1. _____
2. _____
3. _____

6. The PACT will: (check all that apply)

- ☐ Preach, administer the sacraments, and lead the congregation's worship services.
- ☐ Plan worship and music with: _____
- ☐ Provide special services (marriages and funerals).
- ☐ Teach in the congregation's educational program, specifically: _____

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☐ Do pastoral care visits in the congregation.

☐ Be available for emergency pastoral care calls.

☐ Be a consultant and resource to the congregation council, committees, and parish program.

☐ Oversee the work of the congregation's staff.

☐ Meet regularly with the Synod's PACT group for review and consultation (meets monthly).

☐ Other: (please specify)

7. The PACT will NOT:
   A. Work with the Call Committee of the congregation except for being a resource about call process logistics.
   B. Interview the candidates for call and/or receive the candidates' profiles.
   C. Be a candidate to the congregation for the permanent call.
   D. Other: (please specify)

8. The Congregation will:
   A. Uphold and support the ministry of the PACT with prayer.
   B. Agree that we will not consider the PACT for regular call to this congregation.
   C. Provide for a review and evaluation during this time of transition. (The synod will provide the format on which to base this evaluation.)
   D. Compensate the PACT in the following way:
      1. Pay the PACT at a rate equivalent to an annual "total defined compensation" (salary, housing and SS) amount of $_____ , with "total defined compensation" broken out as follows:
         - Salary $ _____
         - Housing $ _____
         - Social Security (.0765% of salary and housing) $ _____
         - the payments to be made in equal installments of $_____ per _____
           (ie: weekly, bi-monthly, every two weeks, monthly)

         OR

         Pay the PACT at an hourly, or per service, rate of
         - $_____ per hour
         - $_____worship service
         - Payments will be made in this way:

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2. Contribute to the Portico Retirement and Benefits Plan according to the regulations of the Evangelical Lutheran Church in America and according to the Synod Compensation Guidelines. The estimated annual amount of Portico Benefits will equal $ _____

(Estimate was determined by using the Portico online calculator. Actual billed amounts may differ.)

The total Portico Benefits amount includes the following:

- Retirement percentage of Total Defined Compensation:
  ☐ 10% ☐ 11% ☐ 12% ☐ other: _____%

- Disability and Basic Group Life are a required part of Portico benefits. (The 2021 rate for both items is 2.2% of the "Total Defined Compensation".)

- Medical/Dental: Plan level ☐ Premium+ ☐ Gold+
  ☐ Silver+ with an HSA amount of: _____
  ☐ Bronze+ with an HSA amount of: _____

- Coverage categories:

  Member
  ☐ ELCA Primary ☐ ELCA Medicare Primary ☐ Waived for member and family

  Spouse
  ☐ ELCA Primary ☐ ELCA Medicare Primary

  Children
  ☐ ELCA Primary ☐ ELCA Medicare Primary

- Special circumstances:
  ☐ member is a sponsored employee with another organization/s
  number of other sponsoring organizations _____
  ☐ spouse is a sponsored employee with another organization/s
  number of other sponsoring organizations _____

The Portico online calculator can be found at the following website link: https://employerlink.porticobenefits.org/Home/. Your congregation's treasurer or administrator will need to log in with your congregation's EmployerLink username and password to access the online calculators.

3. Grant one week of vacation after 12 weeks of service as a PACT. Vacation weeks can accumulate, so that two weeks can be taken together after six months of service. Vacation cannot exceed four weeks in one year unless otherwise agreed upon between the PACT and the congregation. Up to one week of unused earned vacation can be paid out as salary and benefits after the official end date of the PACT. Effort should be made to allow the PACT to take earned vacation prior to their last date of service in the congregation. PACT and council should pay attention to and agree upon how they track vacation earned. If a PACT serves for less than a 12 week period, it is customary to prorate vacation days earned. Any exceptions to these vacation guidelines need to be agreed to by the PACT and the council and be included in this covenant.

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4. Check all that apply:

☐ During the PACT's ministry here, grant the PACT continuing education leave at the rate of one day per month and $ _____ per day toward study expenses. Continuing Education days can accrue and be used back to back as agreed to with the council and PACT. Unused Continuing Education is not paid out at the end of this agreement. *(The minimum recommendation is 2 weeks continuing education/year and $700/year reimbursement for expenses. This is about one day per month continuing education, and $58.00/month reimbursement for expenses.)*

☐ Pay the PACT's registration and lodging fee to attend the Annual Synod Assembly and Synod Fall Leadership Conference, if these events take place while the PACT is serving at the congregation.

☐ The congregation will reimburse the PACT for expenses related to ministry.

- Reimburse for miles driven on behalf of the congregation at the current IRS allowed rate of $ _____ per mile.
- Pay expenses (not otherwise provided for) incurred when attending other official meetings at which the PACT's attendance is required.
- Other _____

START DATE: _____ Anticipated END DATE if known: _____

(The specific end date is negotiated and agreed upon with the council, PACT and synod per paragraph #4)

Please acknowledge receipt of this PACT covenant. If you have questions, please contact the PACT, council representative or synod representative.

Congregational Correspondence should be sent to:

Name: _____

Address: _____ City/Zip: _____

Email: _____ _____

Congregational President Congregational Secretary

Phone/s: Home _____ Office _____ Cell _____

PACT Correspondence should be sent to:

Name: _____

Address: _____ City/Zip: _____

Email: _____

Phone/s: Home _____ Office _____ Cell _____

Synod Correspondence should be sent to:

Attn: Mary Romskog
Greater Milwaukee Synod – ELCA
P O Box 341695
Milwaukee, WI 53234

mary.romskog@gmselca.org
414-671-1212 (office)

_____ _____
Congregational President or other council officer Date

_____ _____
Congregational Secretary or other council officer Date

_____ _____
Accepted by: PACT Date

_____ _____
Attested by: Synod Representative Date

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