

THE EVANGELICAL COVENANT CHURCH

LETTER OF CALL

TO: _____

DATE: _____

“The gifts He gave are that some would be apostles, some prophets, some evangelists, some pastors and teachers, to equip the saints for the work of ministry, for building up the body of Christ, until all of us come to the unity of the faith and of the knowledge of the Son of God, to maturity, to the measure of the full stature of Christ.”
Ephesians 4:11-13 (NRSV)

IN LIGHT OF THIS SCRIPTURE, WE CALL YOU TO BECOME A STAFF MEMBER OF

CHURCH NAME: _____

CITY: _____

ON THE FOLLOWING CONDITIONS AND MUTUAL COVENANTS:

THAT YOU...

- Teach the Word of God as revealed in the Old and New Testaments;
- When requested by the pastor, administer the Sacraments, Holy Baptism and the Lord’s Supper, according to the practice of The Evangelical Covenant Church;
- Along with the staff team, lead us in ministry to all the members of this faith community according to particular needs;
- Along with the staff team, lead us in fulfilling our church’s responsibility to witness for Christ and to gather into community the lost and the unconnected;
- Along with the staff team, lead us in a public witness through ministries of compassion and justice;
- Give leadership to our congregation’s boards, ministry committees and activities that fall within the parameters of your area of ministry;
- Keep your life in harmony with the Word of God, striving in word and deed to be a worthy example in Christian living;
- Keep your practices consistent with the Covenant’s *Rules for the Ordered Ministry*, and its *Ethical Principles for Covenant Ministers*;
- Lead with authenticity in accord with the *Covenant Affirmations*, and the Constitution and Bylaws of this congregation;
- Assist in the leadership of public worship services;
- Encourage us to support the mission of the Covenant Church and our regional conference;

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THAT WE...

- Receive you as a member of our staff team and give you the love, respect, good will, and cooperation due your life's call;
- Promise you our prayerful support and faithful labor in the mission to which we all are called;
- Support the mission of the Evangelical Covenant Church and our regional conference;
- Contribute to the Pension Plan according to the *Rules for the Ordered Ministry*;
- Provide the group insurance program of The Evangelical Covenant Church, or a comparable plan;
- Pay your moving and travel expenses as follows: _____
- Compensate you as shown below, reviewing it annually with respect to the cost-of-living index, merit, and personal need:

(For use when parsonage provided)

STARTING SALARY

Base \$ _____
 Value of Parsonage (33%) \$ _____
 Soc Sec \$ _____
 Utilities \$ _____
 TOTAL COMPENSATION \$ _____

BENEFITS

Health Insurance \$ _____
 Pension \$ _____
 TOTAL BENEFITS \$ _____

(For use when no parsonage provided)

STARTING SALARY

Base \$ _____
 Soc Sec \$ _____
 Housing Allowance \$ _____
 TOTAL COMPENSATION \$ _____

BENEFITS

Health Insurance \$ _____
 Pension \$ _____
 TOTAL BENEFITS \$ _____

- Reimburse you the following ministry expenses, reviewing them annually:

Ministry Mileage \$ _____
 Continuing Education \$ _____
 Covenant External Orientation Program \$ _____
 Ministry Resources \$ _____
 (Other) _____ \$ _____

- Grant you an annual paid vacation of _____ weeks, and annual study/conference/speaking leave of _____ days (all by mutual timing consent)
- Reimburse you for expenses incurred in attending the following conferences, and other official meetings at which your attendance may be required:
 Covenant Annual Meeting _____
 Midwinter Conference _____
 Regional Conference Ministerial Annual Meeting _____
 Minister's Retreat _____
 (Other) _____
- Discuss leave of absence due to family needs (Family Leave Policy)
- Discuss sabbatical practices

WITNESS OUR SIGNATURES...

May the Lord our God grant that His Holy Spirit guides you according to His will in the consideration of this call. We earnestly request you to acknowledge receipt of this Letter of Call immediately, and ask that your decision be made without undue delay. Please direct any correspondence to the chair of the pastoral search committee. Return a signed copy of this Letter of Call.

CHAIR

 (signature)

STAFF MEMBER

 (signature)