

Pastoral Call Form

Presbytery of _____ Presbyterian Church (USA)
The _____ Presbyterian Church of _____ [City, State],
being well satisfied with your qualifications for ministry and confident that we have been led to you by the Holy Spirit as one whose service will be profitable to the spiritual interests of our church and fruitful for the Kingdom of our Lord, earnestly and solemnly calls you, _____ to undertake the office of _____ (Pastor, Associate Pastor) of this congregation, beginning _____ promising you in the discharge of your duty all proper support, encouragement and allegiance in the Lord.

That you may be free to devote full time (part-time) to the ministry of the Word and Sacrament among us, we promise and obligate ourselves to provide you the following annually:

Cash Salary \$
Supplement for Social Security Tax \$
Foregone interest on below-market loan \$
TOTAL income reported to IRS \$

Housing - [manse and/or amt. of housing allowance] \$
Utilities Allowance \$
Full medical, pension, disability, and death benefit coverage under the Board of Pensions

Other benefits:
Deferred Compensation \$
Medical/Dental Reimbursement Allowance \$

Paid vacation leave of _____ weeks annually (Includes 4 Sundays)
Paid continuing education leave of 2 weeks annually (cumulative up to 6 weeks)

Moving expenses

It is understood that the following expenses of ministry will be reimbursed through an accountable plan:

Travel expense at \$.445 per mile (IRS allowable rate is recommended) \$
Continuing Education Reimbursement allowance \$

We promise and obligate ourselves to review with you annually the adequacy of this compensation. In testimony whereof we have subscribed our names this ____ day of _____ 20 ____.

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

(Signed) _____, Moderator of the Congregational Meeting

CERTIFICATION OF CALL

By Presbytery of Call

By the Presbytery of _____

This call has been reviewed by the Committee on Ministry. The Committee recommends that the presbytery approve this call.

Date of action _____ (Signed)
_____ COM. Moderator

This call was approved by the Presbytery of _____, through action taken by its Committee as authorized by G-11.0502h.

Date of Action _____ (Signed) _____ Stated Clerk

By Presbytery of Care or Present Call

This call has been reviewed by the Committee on [Ministry or Preparation for Ministry] . The Committee recommends that the presbytery find it expedient to release

_____ to accept this call.

Date of Action _____ (Signed) _____ Committee

Moderator

The Presbytery of _____ hereby finds it expedient to release _____ to accept this call and therefore has placed this call in the minister's/candidate's hands

Date of Action _____ Stated Clerk

By Candidate

This is to certify that I have received and accepted the call.

Date of Acceptance _____

Signature _____

**Presbytery of Prospect Hill
Sexual Misconduct Self Certification**

The following information related to sexual misconduct was mandated by the Sexual Misconduct Policy and Its Procedures adopted by the 203rd General Assembly(1991), and was revised by the 205th General Assembly(1993).

Please check one of the following:

 I certify below that no civil, criminal, ecclesiastical complaint has ever been sustained or is pending* against me for sexual misconduct; and I have never resigned or been terminated from a position for reasons related to sexual misconduct.*

 I am unable to make the above certification. I offer, instead, the following description of the complaint, termination, or the outcome of the situation with explanatory comments.

The information contained in my Personal Information Form on file with Call Referral Services is accurate to the best of my knowledge and may be verified by the calling and employing entity. I hereby authorize the entity to which my Personal Information Form is being sent to inquire concerning any civil or criminal records, or any judicial or proceeding involving me as a defendant, related to sexual misconduct. By means of this release I also authorize any previous employer, and any law enforcement agencies or judicial authorities or ecclesiastical governing bodies to release any and all requested relevant information related to sexual misconduct to the entity to which my Personal Information Form is being sent.

 I have read this certification and release form and fully understand that the information obtained may be used to deny my employment or any other type of position from the employing entity. I also agree that I will hold harmless the employing or judicial authority or any other entity from any and all claims, liabilities, and causes of action for the legitimate release of any information related to sexual misconduct.

Signature _____ Print Name _____ Date _____

- * **Sustained**
 - In a criminal court, "sustained" means that there has been a guilty plea, a guilty verdict or a plea bargain.
 - In a civil court, "sustained" means that there has been a judgement against the defendant.
 - In an ecclesiastical case, "sustained" means that there has been a guilty plea and censure imposed, or finding of guilty with censure imposed, **or an Alternative Form of Resolution Agreement approved by a permanent judicial commission in the Presbyterian Church (USA) or an equivalent body of another church.**
- * **Pending**
 - In a criminal court, "pending" means a criminal charge before a grand jury, in the process of being prosecuted, or in a case which there is not yet a verdict.
 - In a civil court, "pending" means a case in which there has not been a decision or judgement,
 - In an ecclesiastical case, "pending" means an **investigating committee is inquiring into an allegation or charges have been filed but have not been decided by a permanent judicial commission; or an allegation or charges are in an equivalent state or process in a church other than the PC (USA).**

(The following is taken from definitions in the General Assembly Sexual Misconduct Policy and its Procedures, Pg.13)

"Sexual Misconduct is the comprehensive term used in this policy and its procedures to include: 1) Child sexual abuse, as defined above [refers to Policy]; 2) Sexual harassment, as defined above [refers to Policy]; 3) Rape or sexual contact by force, threat, or intimidation; 4) Sexual conduct (such as offensive, obscene or suggestive language or behavior, unacceptable visual contact, unwelcome touching or fondling) that is injurious to the physical or emotional health of another; 5) Sexual Malfeasance defined as sexual conduct within a ministerial (e.g. clergy with a member of the congregation) or professional relationship (e.g. counselor with a client, lay employee with a church member, presbytery executive with a committee member who may be a layperson, a minister, or an elder). Sexual conduct includes unwelcome sexual advances, request for sexual favors, and verbal or physical conduct of a sexual nature. **This definition is not meant to cover relationships between spouses, nor is it meant to restrict church professionals from having normal, social, intimate, or marital relationships;** 6) Sexual Abuse as found in Book of Order D-10.0401b (see Accuser/Victim)

