

TRANSITIONAL PASTOR COVENANT AND CONTRACT
between
the Session of Trinity Presbyterian Church of Springfield, MO,
the Reverend Doctor Thomas Willadsen,
and John Calvin Presbytery

The following contract and covenant between the Session of Trinity Presbyterian Church, Springfield, Missouri, and the Rev. Thomas Willadsen is for the purpose of providing transitional pastoral services to Trinity Presbyterian Church.

The Session, being satisfied with the Rev. Willadsen's qualifications and trusting that his ministry in the Gospel will be to our spiritual benefit, hereby requests John Calvin Presbytery to approve this contract and covenant, and commits our congregation to the following covenant relationship and contract with this pastor:

The Rev. Thomas Willadsen is invited to be the Transitional Pastor of Trinity Presbyterian Church, Springfield, MO, a full-time and temporary position.

- A. Currently the Constitution of the Presbyterian Church (USA) defines temporary pastoral relationships in this way:

(BO, G-2.0504b) *“Temporary Pastoral Relationships: Temporary pastoral relationships are approved by the presbytery and do not carry a formal call or installation. When a congregation does not have a pastor, or while the pastor is unable to perform her or his duties, the session, with the approval of presbytery, may obtain the services of a minister of the Word and Sacrament, candidate, or ruling elder in a temporary pastoral relationship. No formal call shall be issued, and no formal installation shall take place.*

“Titles and terms of service for temporary relationships shall be determined by the presbytery. A person serving in a temporary pastoral relationship is invited for a specified period not to exceed twelve months in length, which is renewable with the approval of the presbytery. A minister of the Word and Sacrament employed in a temporary pastoral relationship is ordinarily not eligible to serve as the next installed pastor, co-pastor, or associate pastor.”

- B. The Contract shall be for a period of twelve months, beginning December 1, 2024, and will end on November 30, 2025, unless otherwise terminated on 30-days written notice from the Transitional Pastor or by 30-days written notice from the Session. At the conclusion of this contract, additional new contracts may be developed, for any period up to twelve additional months upon the concurrence of the Transitional Pastor, the Session, and the Presbytery or its authorized agent or committee.

- C. The Transitional Pastor:
1. Will hold membership in John Calvin Presbytery.
 2. Will be designated by John Calvin Presbytery as Interim Pastor, and Moderator of the church's Session (voting member), and Moderator of the congregation (non-voting).
 3. Under no circumstances, will be considered as a candidate for Pastor for Trinity Presbyterian Church, and will assist the Church in interpreting an understanding of this specialized type of ministry to the congregation.
 4. Will serve as Head of Staff of the Church with all the authority implied, including the authority to supervise all members of the staff, in consultation with the Session or its appropriate committee.
 5. Shall assist, as needed, in the preparation of any mission study and any other documents needed by John Calvin Presbytery and PC (USA), if and when requested and approved by the governing body of jurisdiction.
 6. Shall not be involved in the work of the Pastor Nominating Committee (PNC), except to see that it makes adequate and appropriate reports to the congregation, and to provide general information on the call processes involving Presbyterian churches and pastors. The Transitional Pastor may serve on a limited basis and only upon the concurrence of the COM, as a resource to the work of the PNC. The Transitional Pastor may respond to inquiries from prospective pastors, as long as the initiative for the interaction comes from the prospective pastor.
 7. Will develop, in consultation with the Session, the areas of Transitional Pastoral ministry that will be the priorities for the work of the Transitional Pastor.
- D. Recommended Activities of the Transitional Pastor (not in any particular order of priority):
1. Lead worship and preach at services of worship, as well as presiding at the serving of the sacraments.
 2. Conduct weddings and funerals, except during vacation, study leave, illness and such other times, as mutually agreed upon by the Transitional Pastor and the Session.
 3. Pastoral calling of the ill and shut-ins, and general pastoral care of the congregation (in conjunction with the appropriate organization of the congregation).
 4. Plan and moderate meetings of the Session and of the congregation.
 5. Work with the church officers and the other boards and committees of the congregation, to assist them in carrying out their particular responsibilities. The Transitional Pastor will be an ex-officio member of all boards and committees of the congregation. The Transitional Pastor will have access to all minutes, financial information, and records of all boards, committees, and organizations of the church.
 6. Serve as a resource for the educational and youth programs of the church, participating in classes, and teaching when and where it is appropriate.
 7. Work with the Session to ensure appropriate training for newly elected, and continuing, officers.

8. Participate in the governing body and serve as any pastor might, when called upon to do so, in the governing bodies and entities of the denomination.
 9. As Head of Staff - direct and supervise the work of the congregation and the entire staff and have primary responsibility for the administration in the Church.
 10. Represent the congregation in dealing with organizations outside the congregation.
 11. Model appropriate pastoral leadership and boundaries, including maintaining personal spiritual disciplines (meditation, prayer, study, and holding to the regular observance of Sabbath time).
- E. The Goals for this Transitional Ministry:
1. Help the Church with closure regarding the former pastor and welcomes the new pastor with John Calvin, grace, and enthusiasm.
 2. To help the congregation in the transition by paying attention to the “Five Focus Points” of transitional ministry, these are to be areas of emphasis:
 - a. **Heritage** - Help the Church come to terms with its history and reviewing how it was shaped and formed.
 - b. **Mission** - Help the Church discover and articulate its current identity and discern sense of purpose and direction in its current and future mission as part of the Body of Christ.
 - c. **Leadership** - Help the Church adjust to any shifts in structure, leadership, and power by reviewing the membership needs and its ways of organizing and developing new and effective leadership.
 - d. **Connections** - Help the Church affirm or renew its ties to the Presbytery and the PC (USA) and discovering all the relationships a faith community builds outside itself.
 - e. **Future** - Help the Church to move forward with confidence toward a "new beginning," and to prepare appropriately for the arrival of the new pastor.
 3. Assist in the development of short-range goals as identified by the Session.
 4. Work for a healthy and nurturing congregational environment that promotes personal and congregational growth, faithful witness to the Gospel of our Lord Jesus Christ, and to give a good demonstration to the community and the world of God’s grace, mercy, and peace.
- F. The Transitional Pastor will be accountable to the Presbytery through its Committee on Ministry (COM) and will be available to appropriate representatives of that body.
- G. It is agreed that, if the congregation, Session, or Transitional Pastor experiences any suggestions, interference, or other difficulty with any former pastor (installed or temporary) of the Church, the matter will be dealt with promptly, and will be referred to the COM. The Session asks the Transitional Pastor to deny any requests by, or for, any former pastor to conduct any services of worship, including baptisms, weddings, and funerals in any of the facilities of the congregation.

H. The Transitional Pastor is called as a temporary employee, to work on a full-time basis, averaging at least 40 hours per week.

I. Compensation will be based upon the following criteria:

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| 1. Annual Base Salary | \$47,000.00 |
| 2. Annual Cash Housing Allowance | \$23,000.00 |
| 3. Total Effective Salary | \$70,000.00 |
| 4. Social Security offset | \$ 5,355.00 |

5. REIMBURSED EXPENSES (paid monthly, and vouchered in accordance with IRS requirements):

- Travel expenses \$2,500.00 per year (vouchered)
- Professional development and continuing education \$2,500.00 per year (vouchered)
- Books and other professional expenses \$2,500.00 per year (vouchered)

Automobile mileage reimbursement is based on current IRS reimbursement rate.

Study leave time for a two-week minimum, annually.

Paid "Service to the Wider Church" up to two weeks, including two Sundays, annually, with Session approval.

Should Pastor Willadsen receive compensation for any publications, Trinity Presbyterian Church will not expect remission of any portion of this compensation.

6. Full participation in the denominational plan for pension, disability, and medical coverage; plus, the possibility of other specialized insurance or retirement coverage provided through the denominational program.
(This provision will be in effect in the Traditional Plan of the Board of Pensions from November 1, 2024 through December 31, 2024; with an estimated cost of \$2,275.00 per month. On January 1, 2025 the Transitional Pastor will participate in the new Congregational Pastors Package with an anticipated cost of \$1,516.67 per month, through November 30, 2025. Also dental coverage is \$25.87 per month, for a thirteen-month cost of \$336.31.)
7. Paid vacation of one full week per quarter (cumulative), which is to be taken during the period of the contract and may not be taken after the conclusion of the interim.

8. Payment for all reasonable and prudent moving or storage expenses for the Transitional Pastor to begin the transitional work. This expense should not exceed a cost of \$15,000.00. *(This provision includes approximately \$3,000.00 for the Transitional Pastor's personal vehicle and for his lodging and meals in transit; along with approximately \$12,000.00 for expenses with a moving company.)*
9. Provide the costs of a cell phone *(expense vouchered)* that is necessary for the work to which he is called. *(This reimbursement will be based on ½ of his existing cell phone contract, or \$164.46 X .5 = \$82.23 a month.)*
10. Salary continuation contingency:
The agreement is for a period of one year but may be terminated by the Session upon 30-days written notice. If the covenant/contract is cancelled by the Session before the completion of the time covered in this contract, the Transitional Pastor will receive compensation for sixty days from the written cancellation date. If the Transitional Pastor finds other church employment, the compensation will cease. The interim pastor may terminate the agreement with a 30-days written notice and forfeiture of any payment beyond that period.
11. This contract and the work of the Transitional Pastor will begin on December 1, 2024.

The Session takes official action to enter into this contractual relationship on the 13th of October, 2024. The Transitional Pastor agreed to this contractual relationship on 13th of October, 2024.

Clerk of Session:

Date:

Signing for the Presbytery:

Date:

Signature of the Transitional Pastor:

Date: