

**JOHN KNOX PRESBYTERY**  
**Pastoral Call Form**

The \_\_\_\_\_ Church of \_\_\_\_\_  
(Name of Church) (City/State)

belonging to John Knox Presbytery, 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 beneficial 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:  
(Teaching Elder's/Candidate's Name)

check one: \_\_\_\_\_ Pastor \_\_\_\_\_ Co-pastor \_\_\_\_\_ Associate Pastor  
of this congregation, beginning, \_\_\_\_\_, promising you in discharge of your duty all proper support, encouragement and allegiance in the Lord.

That you may be free to devote yourself (check one) \_\_\_\_\_ full-time, or \_\_\_\_\_ part-time (\_\_\_\_\_ number of hours per week), to the ministry of Word and Sacrament among us, we promise and obligate ourselves to provide the following:

**Annual Salary Information**

1. Cash Salary \_\_\_\_\_
2. Housing Allowance \_\_\_\_\_
3. Deferred compensation \_\_\_\_\_  
(403(b), tax sheltered annuity plans, equity allowance)
4. Bonuses, unvouchered professional expense allowances, gifts from employer, overtime pay \_\_\_\_\_
5. Other allowances (for example, utilities, furnishings, medical deductibles, SECA in excess of 50%, etc.) \_\_\_\_\_
6. Manse amount (must be at least 30% of lines 1-5 for those residing in employer-provided housing) \_\_\_\_\_

**TOTAL ANNUAL EFFECTIVE SALARY** \_\_\_\_\_

**Other Terms**

1. \_\_\_\_\_ Weeks paid annual vacation (4 weeks minimum)
2. \_\_\_\_\_ Weeks paid annual study leave (2 weeks minimum)
3. \$ \_\_\_\_\_ Continuing Education Allowance (\$600 minimum)
4. \_\_\_\_\_ Mileage reimbursed at IRS allowable rate
5. \_\_\_\_\_ Full pension, medical, disability and death benefit coverage under the Benefits Plan of the Presbyterian Church (U.S.A.) and designed and administered by the Board of Pensions.
6. \$ \_\_\_\_\_ Moving expenses to transport personal belongings (enter maximum amount to be paid)

We promise and obligate ourselves to review with you annually the adequacy of this compensation.

We declare the equal opportunity guidelines of the John Knox Presbytery were followed in seeking this pastor.

In testimony whereof we have subscribed our names this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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 persons who signed the foregoing Call were authorized to do so by vote of the congregation.

(Signed) \_\_\_\_\_ Moderator of the Congregational Meeting

**ACCEPTANCE OF CALL BY CANDIDATE/MINISTER:**

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

Date of Acceptance \_\_\_\_\_ Signature \_\_\_\_\_

**ACTIONS OF JOHN KNOX PRESBYTERY:**

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

Date of Action \_\_\_\_\_, (Signed) \_\_\_\_\_ COM Moderator

This Call was approved by **John Knox Presbytery**, through action taken by the Presbytery, or by its Committee as authorized by JKP Bylaws.

Date of Action \_\_\_\_\_, (Signed) \_\_\_\_\_ Stated Clerk

**ACTIONS BY PRESBYTERY OF CARE OR PRESENT CALL:**

This call has been reviewed by the Committee on Ministry/Committee on 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 \_\_\_\_\_, (Signed) \_\_\_\_\_ Stated Clerk