

# Definition of Compensation, Benefits, and Responsibilities for Ministers of Word and Sacrament Under Call

This agreement prepared by: **Christ the King Lutheran Church**

for the Reverend: Pastor Dorothy Cottingham

for the period: May 1, 2023 to December 31, 2023 (to be revised or affirmed by the end of the term as needed.)

Compensation, Pension and Benefits are based on Oregon Synod 2023 compensation guideline for 12 years of experience working three quarters ( $\frac{3}{4}$ ) time for the period of May 1, 2023 to December 31, 2023.

## A. COMPENSATION

The congregation will provide the following annual compensation:

- |  |              |
|--|--------------|
| 1. Base Salary                                     | \$ 14735.42  |
| 2. Housing Allowance                               | \$ 15,000.00 |
| 3. Self-employed Social Security payment allowance | \$ 2,274.71  |

## B. PENSION AND OTHER BENEFITS

The congregation will sponsor the pastor in the Pension and Other Benefits Program of the Evangelical Lutheran Church in America, which provides retirement, disability, survivor and medical-dental coverage. *(Sponsorship will include medical-dental coverage for the pastor's spouse and children unless they have other employer-provided group medical insurance coverage and the pastor consents to waiving medical-dental coverage for them under the ELCA Pension and Other Benefits Program.)*

- |   |                                  |
|---|----------------------------------|
| 1. ELCA Pension at <b>12%</b> of defined compensation:          | \$3845.57                        |
| 2. ELCA Medical-and-Dental Insurance <i>(check one below)</i> : | \$6055.00                        |
| ___ Member only   | ___ Member and children          |
| <b>X</b> Member and spouse                                      | ___ Member, spouse, and children |
| ___ Coverage waived   |                                  |
| 3. Other insurance or benefits: Disability                      | \$507.50                         |
| Life Insurance  | \$ 350.00                        |

## C. EXPENSES

The congregation will provide for the following expenses related to this pastor's ministry.

- |  |           |
|--|-----------|
| 1. Automobile and travel allowance   | \$ 148.00 |
| 2. Other professional expenses   | \$ 0.00   |
| 3. Expenses for official meetings of the synod, as reimbursed  | \$ 292.00 |
| 4. Continuing education (Pastor has used her continuing education benefits for 2023 in the first four months of 2023.) |           |
| 5. Other (Book and Phone)  | \$ 326.67 |

## D. AGREEMENT

- Three Quarters time means Pastor will be doing CTK business three (3) days per work week plus associated Sundays for the period of this agreement. That means Pastor will typically be in the office three days per week, but like previously there will be CTK business demands outside the office. For those months with five Sundays, Pastor Dorothy will only preach four.
- Vacation time will be one week and Sunday not used in the first four months of 2023 and three more weeks and Sundays for the period of this agreement. A total of four (4) Sundays for the period of this agreement.
- Ongoing care through a Mutual Ministry Team or in the absence of such a team the Executive Team.

4. Up to two months of continued salary, housing, and contributions to the ELCA Pension and Other Benefits Program in a 12-month period in the event that the pastor is physically or mentally disabled (*provision may be made for further unpaid time for disability recovery, as agreed by the congregation, but with the stipulation that unused accumulated sick leave will not be compensated at the end of this call*); and
6. Where applicable, parental leave up to six weeks with full salary, housing, and benefits.

## **E. OTHER PROVISIONS**

Special emphases of the pastor and special encouragement by the congregation:

1. During this time period, the pastor will give special attention in ministry to the following:
  - a) Sunday Services will continue to be in-person and virtual
  - b) Pastoral care of CTK members and families.
  - c) Continuing to support community outreach through CTK Preschool, CVC Food Bank, LGBTQIA community, Latino community and other opportunities for outreach as they arise and pray ministry.
2. The congregation will encourage this pastor's ministry in the following ways:
  - a) We as a congregation will help analyze our sustainability and develop a 1 to 3 year CTK legacy plan.
  - b) Encourage and support Pastor to use vacation to revive and refresh.
  - c) We as a congregation will actively engage with visitors, guests, new members inviting them to participate in the ministries of Christ the King/Cristo Rey

## **F. OTHER MATTERS**

(Such as accountabilities, service on synodical or churchwide boards and committees, work in church-camp programs, or other such details)

- a) Continue to support the Oregon Synod as she is able and sees fit.
- b) Compensation, Benefits and Responsibilities will be evaluated and revised prior to 12/1/2023 as part of the Christ the King/Cristo Rey spending plan process for 2024

We, the undersigned, certify that the necessary approvals of the congregation and congregational council have been granted for the provisions set forth above.

\_\_\_\_\_  
Sharon Ray Congregation President

\_\_\_\_\_  
Valerie Briggs Council Secretary

\_\_\_\_\_  
Date

I certify that I accept the above statement:

The Reverend \_\_\_\_\_ Date of signature \_\_\_\_\_

**Note:** After this agreement is signed, return it by email to the synod office ([assistant@oregonsynod.org](mailto:assistant@oregonsynod.org) and [administration@oregonsynod.org](mailto:administration@oregonsynod.org)) **for the Bishop's review in advance of the call meeting.** Once the Bishop has reviewed this form, make a copy for the pastor and keep the original in the congregation's records.