

PASTORAL ASSOCIATE AGREEMENT

Deacon

Diocese of Ogdensburg

This agreement, entered into this _____ day of _____, 20____ by

and between the Pastoral Associate Deacon _____,
(first name) (family name)

(parish name) (village/city)

provides as follows: The Pastoral Associate agrees to work according to the terms of the job description in the parish designated above from July 1, 20____ - June 30, 20____ or for such a portion thereof as may remain after the beginning date of service, subject to the following:

CONDITIONS

1. The Pastoral Associate will follow all of the regulations and directions of the Bishop for the Diocese of Ogdensburg.
2. The Pastoral Associate will fulfill the duties of the job description.
3. The Pastoral Associate will fulfill or benefit from any special conditions of employment attached and initialed.
4. The Pastoral Associate will be afforded and utilize the continuing educational opportunities available from the Diocese of Ogdensburg and other sources, where possible.
5. A Deacon besides the ministry that he is being hired for is expected to fulfill the ten hours of volunteer services to the church as outlined in his service agreement.

SALARY AND BENEFITS

1. In consideration of such services, the parish agrees to give a housing allowance of \$_____ (paid monthly and not more than 30% of salary) not subject to deductions for Social Security, Income Tax and local taxes where operative. In addition the parish agrees to pay the Deacon a yearly salary of \$_____ subject to deductions for Social Security, Income Tax, and local taxes where operative. Salary payments shall be made as follows: _____

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2. The employer shall pay, unless waived, 65% of the cost of hospitalization and Major Medical insurance under the diocesan insurance plan for lay employees. The Deacon may opt for an employer payment of 58% for two-person coverage or 56% for family coverage. The employer shall also provide disability insurance.
 3. The employer shall provide the Deacon's contribution to the Diocesan Lay Employees' Retirement Plan.
 4. The Pastoral Associate will accumulate sick day benefits of one per month. The Pastoral Associate will have five personal days per year, one week of retreat days and three weeks of vacation.

RENEWAL

Renewal of this agreement with necessary revisions will take place by _____
with the consent of all the above named parties.

date

Pastor

date

Pastoral Associate - Deacon