



Senior Pastor Sabbatical Policy **(Approved by the Elder Board - 02/10/2009)**

The sabbatical is intended to provide pastoral staff who have served for an extended period in our church with a gift of time away from normal responsibilities and locations to pursue a plan of personal renewal and growth that combines study, travel, rest, education and research. The sabbatical is not just a reward for longevity of service and commitment. More importantly, it is an opportunity for those who have given consistently of their service to refill their own hearts and resources in order that they might continue in effective service to the Lord in this church.

In addition to vacation, the Senior Pastor will be granted a paid sabbatical of eight (8) weeks (including Sundays) after every seven (7) years of continuous service. The following conditions apply:

1. The time must be taken in one continuous block of time.
2. The sabbatical should be taken the calendar year following the effective earned date.
3. The Senior Pastor will receive full compensation and benefits during the Sabbatical period.
4. A request for sabbatical must be made at least six (6) months in advance of the requested sabbatical to allow for proper administrative planning. Approval shall be contingent upon agreement of the Board of Elders.
5. Responsibilities will be carried out by other pastoral staff for the duration of the sabbatical.
6. The Senior Pastor must submit a stated purpose for the sabbatical to the Board of Elders for approval.
7. The Senior Pastor and the Board of Elders will make arrangements for the handling of pastoral duties during the Senior Pastor's absence.
8. If the Senior Pastor resigns before an earned sabbatical is taken, he is not entitled to receive pay for the sabbatical upon termination.
9. The Senior Pastor must not use the time during the sabbatical for other employment.
10. Exceptions to the above are subject to approval by the Board of Elders.