

**PRESBYTERY OF THE TWIN CITIES AREA
COMMITTEE ON MINISTRY**

GUIDELINES ON SEVERANCE

Congregations who request or force dissolution of a pastoral relationship are expected to negotiate severance for pastors. Severance is not recommended when pastors leave a church voluntarily, or when there has been misconduct.

- ✦ Recommended severance is full salary, housing and pension payments of 1 month for every year of service to the particular church, paid monthly, with a minimum of 3 months and maximum of 12 months.
- ✦ Severance payments should end when new employment is found that includes compensation equivalent to or greater than the former position. If the compensation for new employment is less than the severance payment, the church should pay the difference for the remaining length of the severance agreement.
- ✦ Reimbursement for unused vacation time up to 1 month may be part of the severance package. No other benefits (continuing education, book or professional expense, etc) should normally be included.
- ✦ Severance agreements must be approved by the congregation at the time of the congregational meeting to dissolve the relationship and must be reported to the presbytery through the Committee on Ministry.
- ✦ It is recommended that consideration be given to outplacement services through an approved career development or personal counseling, typically for the length of the severance. The presbytery can be used to escrow payments for use by the pastor with unused funds to be returned to the church.

CoM Guidelines: Adopted: