

## **PASTORAL SABBATICAL LEAVE**

Up to three months sabbatical leave may be granted, at the discretion of the Session, to ordained members of the pastoral staff who have demonstrated by performance that a sabbatical leave experience would enable them to make greater contributions to the ministries at Hope Presbyterian Church.

To be eligible for a sabbatical leave of absence, an individual must have been employed full-time with Hope Presbyterian Church for at least 7 years since the individual's start date and since the conclusion of any prior year in which the individual has taken a sabbatical leave of absence. *Sabbatical leave may be granted for the following reasons:*

- A) Missionary assignment
- B) Advanced study in an area of need for Hope Presbyterian Church;
- C) Writing with a planned output at the end of the sabbatical.

Pastors must make application to the Staff Relations Committee at least six months, but preferably one year in advance. *The application shall include:*

- A) A detailed prospectus of the proposed activity;
- B) A statement of the relationship between the proposed activity and improvement of the ministries at Hope Presbyterian Church;
- C) A proposal of how the pastor's duties at Hope Presbyterian Church may be carried on during his/her absence.

Applicants will be interviewed by the Staff Relations Committee and a recommendation forwarded to the Session.

The number of Pastors on sabbatical leave shall be limited to one (1) per year.

The allowance granted to a pastor on sabbatical leave shall be one hundred percent (100%) of pay and benefits, subject to benefits eligibility requirements.

Since the objective of a sabbatical is for personal renewal and enrichment directed toward the development of new, or expansion of, existing ministries at Hope Presbyterian Church, a pastor who is granted a sabbatical shall understand that he or she is making a commitment to remain at Hope Presbyterian Church for at least one year to carry out the development of new or expanded ministries at Hope.