

Unitarian Universalists of Clearwater Ministerial Agreement with The Rev. Abhi P. Janamanchi

I. The Spirit of this Agreement

This Agreement represents the mutual intent and commitment of the Unitarian Universalists of Clearwater, Inc. ("UUC" or "Congregation") and the Reverend Abhi Prakash Janamanchi ("Minister"). It is our shared belief that this joint effort is made in good faith by both parties. The intent of this document is to provide a sense of the responsibilities and commitment of both parties, yet it is intended to be a flexible document.

II. Effective Date and Term of Service

It is the aspiration and spirit of the Congregation that the calling of the Minister is for an indefinite period of time. The effective date of this specific agreement for the Minister's contract will be June 1, 2009, and will continue until May 31, 2010 by which time it is anticipated a successor contract will be executed, or that this agreement will be amended or extended as provided herein.

III. Guidelines for the Minister and Congregation

- A. The Minister will perform the usual and customary responsibilities of a minister using time according to his best professional judgment, in consultation with the Board of Trustees of the Congregation. The Minister will be involved in Worship Services and will be in the Pulpit thirty-two (32) Sundays annually including special services such as Christmas Eve.
- B. While the entire staff is ultimately responsible to the Board, the Minister is responsible for the day-to-day oversight and coordination of staff efforts in pursuit of the Congregation's mission. The Minister will lead regular meetings with the UUC senior staff.
- C. The Minister will be involved in leading adult education classes in consultation with the Assistant Minister and the Adult Religious Education Committee. This will include orientation sessions for new and prospective members and courses on themes or subjects relevant to the life and interests of the Congregation.
- D. The Minister will work with the Children's Religious Education Committee and the Assistant Minister in fostering the growth of the Children's Religious Education program in accordance with the Principles and Purposes of Unitarian Universalism.
- E. The Minister is expected to maintain a regular schedule of office hours during which the Minister will be present and available in the UUC office. The Minister will have one day per week when he will be free of all Congregation responsibilities and one additional day devoted to study and writing wherein the Minister shall be available only for serious emergencies. If an emergency interrupts one of these days, it is understood another day will be provided.

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- F. The Minister is expected to comply with the Code of Professional Practice adopted by the Unitarian Universalist Ministers' Association. The conduct of the Minister and the Congregation will be in accordance with the Principles and Purposes of Unitarian Universalism and Unitarian Universalist Ministry.
- G. As provided in the Congregation by-laws, a Congregational Committee on Ministry ("CCM") will provide support and counsel for the Minister, and will provide a channel for candid and confidential expression of concern for the Minister and for the Congregation.
- H. The Minister will be an *ex officio* member of the Board of Trustees and all committees except the Nominating and Ministerial Search Committees. The Board expects the Minister to provide a written monthly report, bringing to its attention specific concerns as they arise. The Minister will confer with each committee on how best to assist it, and the Minister's attendance at most committee meetings is welcome but not necessarily expected. The Minister will assist the Congregation to support, develop, and nurture lay leadership in the Congregation and in the implementation of a plan for membership growth and retention. As appropriate, the Minister is expected to participate and provide support for Congregation activities.
- I. The Minister is expected to provide pastoral care and counseling services in a manner commensurate with personal talent and time, including services to members who are sick, injured, hospitalized, or homebound. The Minister will also be involved in creating and sustaining a lay ministry program that will augment his pastoral ministry to the Congregation.
- J. The Minister is expected to represent UUC in the larger community, with other denominations and religious organizations, as well as any other outside organizations where his representation would further the cause of UUC and its mission.
- K. The Minister and the members of the Congregation will share responsibility for the leadership of the Congregation. The Congregation looks to the Minister for spiritual leadership and initiative, for assistance in setting and articulating its vision, and for professional and inspired performance and oversight of the Congregation's programs in collaboration with the Board of Trustees.

IV. Compensation Package

Compensation will consist of salary and housing, benefits, and professional expenses. Distribution of specific amounts within the total compensation package will be determined for each fiscal year by the Minister and the Board of Trustees. Compensation and benefits will be reviewed annually by the Minister, Congregational Committee on Ministry, and Board of Trustees, or their designated representatives, to consider merit increases, cost of living adjustments, and any changes in benefits. The schedule of compensation and benefits appears as an attachment to this Ministerial Agreement.

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V. Annual Leave

The Minister will have four weeks of vacation per year and four weeks of professional leave per year usually taken during the summer months. The Minister will have additional days off after Christmas and New Year's Day to compensate for increased demands of his time during these holidays. During vacation, the Minister will be free of any regular responsibilities. The professional leave will be used in various ways by the Minister to enhance professional capacities and prepare for regular duties through special study or educational programs, or to provide leadership at conferences. Time for the Minister to attend General Assembly and Southeastern Unitarian Universalist Summer institute (or a comparable gathering) will not count as part of Annual Leave. If the Minister's presence is required during vacation due to an emergency, the Congregation will reimburse for any extra travel expense incurred. If the Minister's presence is required during professional leave, any travel expense incurred will be borne by the Minister.

VI. Disability Leave

For a period of six months after the onset of a disability, all of the compensation except for professional expenses will continue to be paid to the Minister, provided however, that if the Minister's disability insurance benefits begin prior to the end of the six month period, than said compensation will terminate when the insurance benefits begin.

VII. Sick and Family Leave

Reasonable time will be allowed for sick leave for the Minister for his or family illness, disability, or death. Up to six weeks' Parental Leave with compensation and benefits will be granted, upon request, in the event of birth or adoption of a child.

VIII. Sabbatical Leave

The Minister shall be granted one month of paid sabbatical leave for each year of service, which can be taken after five years of service and every sixth year thereafter. The Congregation will continue full salary, housing allowance, and benefits during Sabbatical Leave. Professional expenses may be adjusted. Sabbatical may be taken at a time mutually agreed upon by the Minister and the Board of Trustees, but shall not exceed five months in any one year. Following a Sabbatical leave, the Minister agrees to complete at least one full year of service to the Congregation. The Congregation agrees that during any Sabbatical of the Minister it will take no action as to the Minister's tenure at the Congregation. Unused Sabbatical is not compensable.

IX. Special Services

The Minister will not require special fees or honoraria for performing weddings, memorial services, or similar services for members of the Congregation. Any fees for services to non-members will be the property of the Minister.

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X. Termination

The Minister agrees to give notice to the President of the Board of Trustees at least ninety days in advance of his intention to terminate service to the Congregation. Unless this notice period is reduced by mutual consent of the Minister and the Congregation, the Minister will receive all compensation for this three-month period. The Congregation agrees to provide full compensation to the Minister for a period of ninety days following any decision on its part to terminate the service of the Minister in accordance with Congregation by-laws, provided that the Minister may be terminated immediately with cause and no compensation will be paid after termination. With cause shall mean a substantial violation of the Code of Professional Practice described in Paragraph III-E. above.

XI. Changes in this Agreement

Changes in this Agreement will be by mutual consent of the Minister and the Board of Trustees with such additional approval from members of the Congregation as provided in the Congregation by-laws.

XII. Periodic Evaluation of Ministry

The Minister and CCM as well as members of the Board of Trustees will meet every two to five years to review and evaluate the ministry of UUC including the Minister. The purpose of this review will be to promote effective ministry and to reaffirm or amend, as necessary, the terms of this Agreement. Evaluation guidelines will be developed by the parties involved to include provisions for Congregational input into the process.

Minister

Board of Trustees

Date: _____

Date: _____

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COMPENSATION & BENEFITS AGREEMENT

GROSS SALARY (including FICA)	\$ 35298.00
HOUSING ALLOWANCE	\$ 41160.00
PENSION (10 % of Salary & Housing)	\$ 7370.00
INSURANCE (Medical, Life, Disability, Dental) ¹	\$ 12000.00
PROFESSIONAL EXPENSES	\$ 5000.00
SUB-TOTAL	<u>\$ 100828.00</u>
HOUSING LOAN IMPUTED INTEREST	- \$ 2760.00
TOTAL COMPENSATION	\$ 98068.00

¹ Approximate Breakdown - Medical - \$9000.00, Disability - \$1000.00, Life - \$650.00, Dental - \$1350.00