

## **SABBATICAL POLICY**

### **CHARLESTON-ATLANTIC PRESBYTERY**

The purpose of the Sabbatical Policy is to provide, in cooperation with the sessions of the congregations involved, an opportunity for full-time professional staff members to spend three months away from the parish for the purpose of study, rest, and travel. It is suggested that study leave and one or more weeks of vacation may be used as part of the sabbatical. This same sabbatical policy would be available to full-time church professionals serving as Presbytery staff.

This policy provides also for a method of continuing pastoral and administrative functions for the congregation. In churches with solo pastors, it provides money for a part-time interim during the staff person's absence.

At the end of the sabbatical, the pastor or staff person would return to the church family renewed by the extended absence from routine congregational pressures and by new insights and skills gained during the leave.

#### ARRANGEMENTS:

1. Sessions would approve the participant's three-month leave and would continue to pay his or her salary during the sabbatical.
2. Presbytery would assist in providing for a 20-hour/week interim using retired clergy, etc. in small churches, and will pay such interims \$500 per month.
3. Participants would be expected to apply their annual continuing education funds toward the cost of the sabbatical.
4. To qualify, participants would ordinarily have completed six years of continuing service to their parish and would agree to continue at least one additional year after the leave. Ministers and sessions could agree to a sabbatical with less than six years of service in some cases. However, in those cases Presbytery financial may not be available.
5. Participants should submit their proposals for approval to their sessions and the Committee on Ministry one year in advance. Those groups would review and give feedback on the focus, plans, and content of the proposal.
6. At the conclusion of the sabbatical, the participants shall submit a written report to their session and to the Committee on Ministry.

Approved by Presbytery May 6, 2006