

OREGON PACIFIC DISTRICT PASTORAL CARE REPORT

Church of the Nazarene



PASTORAL CARE COMMITTEE

We, your committee on Pastoral Care, make the following recommendations regarding the care of lead and staff pastors, with the understanding that such care would be undertaken with Christian love and heart holiness. We believe that adequate support for ministerial personnel will not only relieve personal pressures, but also promote ongoing spiritual, physical, emotional, and mental health. The results of holistic pastoral care can result in healthy ministry longevity and more effective leadership for Kingdom growth.

We recognize that each local congregation is different therefore, this document is not intended to be prescriptive, but rather informative in nature, providing creative ideas for a church board to utilize in caring for their pastoral staff.



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Oregon Pacific
CHURCH OF THE NAZARENE

THE CHURCH AND PASTOR RELATIONSHIP



Pastoral Character Manual Paragraphs

502.1. The Church of the Nazarene depends largely upon the spiritual qualifications, character, and manner of life of its ministers. (538.17)

502.2. The minister of the gospel in the Church of the Nazarene must have peace with God through our Lord Jesus Christ, and be sanctified wholly by the baptism with or infilling of the Holy Spirit. The minister must have a deep love for unbelievers, believing they are perishing, and a call to proclaim salvation.

502.3. The minister is to be an example to the church: punctual, discreet, diligent, earnest, in purity, understanding, patience, kindness, love, and truth by the power of God (2 Corinthians 6:6–7).

*complete wording available in the Church of the Nazarene Manual

Committee Recommendations

1. That the Pastoral Care report is sent to the church board secretary, church treasurer, Finance Committee chairperson, with a copy to the pastor, for each church within thirty (30) days following district assembly; and that a copy of this report is provided to each church board member at the first board meeting following the district assembly.
2. That the church board shall recommend a person or persons to oversee and facilitate ministry to the pastoral staff and their families. This is to include prayer support, encouragement, and special seasonal (anniversary, birthdays, Christmas, etc.) expressions of love given to them.
3. That the church board would commit to regularly pray for their pastor(s) and spouse/family.
4. That the church board encourages the pastor to pursue ongoing physical health by allowing the time and resources that promote good physical health.
5. That the church board encourages the pastor to pursue ongoing mental, marital, and spiritual health by utilizing professional counseling and therapy when needed. The church board should consider allowing the time and monetary resources to facilitate these sessions, keeping in mind that there are potential resources available through the district and General church for counseling care.

**We encourage each local church to
participate in a Pastor Appreciation Activity
in the month of October.**

PASTORAL COMPENSATION

Pastoral compensation should be evaluated and structured to maximize allowable IRS tax exclusion.

- Housing allowance for the amounts of expected housing expenses, including (see side panel for inclusions)
- Health Insurance paid by the local church.
- Social Security/Self-Employment (SECA) tax reimbursement for the pastor.
- Annuities and Retirement Planning: The local church board should give careful consideration to the specially designed retirement plans and tax-sheltered annuities provided by Pensions and Benefits USA of The Church of the Nazarene. (Helpful resources are available at pbusa.org)
- Business Expenses: The pastoral compensation package should be carefully reviewed to be sure that legitimate business expenses are reimbursed and not treated as salary and benefits. These business expenses may include:
 - When a car is not provided by the church, travel expenses incurred by the pastor in the course of performing his duties, should be a local church operational expense and be reimbursed at either the current IRS allowable rate or actual cost (including fuel, auto maintenance, tires, minor repairs, auto insurance, and business parking fees). This includes travel expenses due to district assemblies, conventions, and securing LifeLong Learning credits.
 - Entertainment expenses for ministry purposes (at home and in restaurants)
 - Ministry-related gifts (wedding, baby, etc.)
 - Benevolent gifts for compassionate help
 - Ministry-related meals.
 - Office expenses (including internet service)
 - Study-related materials (books, subscriptions, etc.)
 - Technology Allowance



Housing Allowance Inclusions

- Housing allowance for the amount of expected housing expenses, including:
 - Full rent or mortgage payments
 - Homeowners insurance
 - Property taxes
 - Home improvement
 - Furnishings (purchase and repair)
 - Utilities (including phone service)
 - House Cleanings services
 - Home maintenance and repairs
 - Landscaping

PASTORAL COMPENSATION—VACATION TIME



Gifts to pastoral staff are permitted and encouraged for birthdays, anniversaries, graduations, and special recognition.

- Vacation Pay: Our churches are to encourage personal renewal for the pastor and the pastoral family through:
- Regular use of at least one day off each week for rest and relaxation.
- Vacation time is to be given with full compensation and with the church paying for pulpit supply. Vacation time is to be granted in proportion to time served as a pastor in the Church of the Nazarene, built around the pattern of:
 - Two weeks (14 calendar days, including 2 Sundays) for pastors who have served in the denomination for up to 5 years. - Three weeks (21 calendar days, including 3 Sundays) for pastors serving the denomination from 6 to 15 years.
 - Four weeks (28 calendar days, including 4 Sundays) for pastors serving in the denomination for more than 15 years.
 - It is urged that a clear agreement be discussed in the pastoral calling process regarding how vacations will be handled by the pastor and the church. Note: The Pastor should give the church enough notice of upcoming vacations for the church to cover the time being gone.
 - Provisions of at least one week each year for study and improvement apart from church functions and vacations, with a report being given to the church board regarding the week's activities and with actual expenses being reimbursed to the pastor.

Other compensation and reimbursement considerations should include:

- District/General Meetings, Conferences, and Continuing Education (Lifelong Learning): Reimbursement is to be paid for all expenses relating to attendance at district and general church meetings, taking into account fees, meals, lodging, and travel. Pastors should be encouraged to attend and participate in district and general activities. A four-year plan is suggested to save sufficient funds to send the lead pastor to General Assembly with consideration given to other full-time pastoral staff as well.
- Each local church should develop a Sick Leave Policy in line with State and Federal guidelines and communicates this policy with all pastors and staff.

PASTOR SABBATICAL

Each local church board develop a Pastoral Rest/Sabbatical Policy for Lead Pastor and Pastoral Staff

The concept of a Sabbath rest is a Biblical one. Rest on the seventh day is first seen in the second chapter of Genesis where we are told that God “rested” from His creative work. This does not mean that God was fatigued or that He needed rest. Rather, the reason for God’s Sabbath rest is more properly associated with God’s desire to sanctify His creation. Genesis 2:3 says, “Then God blessed the seventh day and sanctified it . . .” (NASB) It is God’s intention that man should enter into his blessing and be holy, even as He is holy. The Sabbath day becomes a memorial to remind man that he has been ordained to trust God and serve Him through faith and obedience. For this reason, God commanded that man too should enter into the Sabbath rest. The Sabbath commandment extended to the seventh day of the week, the seventh year in each cycle of seven years, and the seventh cycle of seven years, which inaugurated the “Year of Jubilee.” Clearly, the time of the Sabbath extends beyond the seventh day of each week.

The purpose for these Sabbaths is also closely tied to God’s plan for sanctification. Exodus 29:8, says, “Remember the Sabbath day, to keep it holy.” (NASB) The concept of the Sabbath extends to all facets of God’s creation and applies to animals, the land, debt, etc., The pattern of sevens associated with the Sabbath has a practical basis founded on God’s wisdom and symbolic meaning associated with God’s plan for His Creation. In any event, Jesus made it clear to us that God ordained the Sabbath principle for the good of man (Mark 2:27).



The local church along with the General Church of the Nazarene (2017-2021 Manual 129.10) recognizes the special need of its pastors to seek and obtain spiritual renewal. We also recognize the special benefit and wisdom of a Sabbath renewal. Ministry is often associated with spiritual challenges that are not often encountered in the secular workplace. Beyond this, pastors are in danger of regarding their work as a job rather than a divine calling. Given the repetition of the routine and the demands of daily problems that seem “ordinary”, it is easy for a pastor to lose spiritual perspective, resort to their own talents and resources, or depend on their own efforts and energy. God’s Sabbath principle applied to their ministries provides an opportunity to rededicate (sanctify) one’s life and work to the Lord, reacquire God’s perspective, and freshen one’s spiritual health. In this way, the entire Body of Christ benefits and is blessed by the pastoral Sabbath.

PASTOR SABBATICALS

The Plan

1. **Weekly Rest:** Pastors shall routinely and reliably take off at least one full 24-hour period per week. The pastoral staff and Board should do everything possible to protect this time and this rest should be missed only in highly unusual situations (such as a death in the church).
2. **Quarterly Retreats:** Pastors shall have three “floating” days off per quarter. On a quarterly basis, pastoral staff should take 3-4 days away (not counting a regular off day of the week) from the ministry for rest, recreation and prayer. Staff members should work this out in conjunction with the Lead Pastor.
3. **Periodic Sabbatical:** When a pastoral staff member stays for an extended ministry, the pastor will be eligible for periodic extended Sabbaticals.

To help ensure long pastorates by providing for weekly rest (Gen. 2:2-3, Ex. 20:8), frequent “wilderness” experiences (Luke 5:16), and periodic Sabbaticals (Lev. 25:1-7, II Chron. 36:20-21).

The Policy

First Sabbatical:

- Pastors shall be eligible for a Sabbatical after completing six years of service.
- Previous years of full-time pastoring at another Nazarene church without a Sabbatical will be credited as follows:
- One year of credit will be given for each prior five years of full-time pastoring (without Sabbatical) up to a maximum of two years of credit. [Examples: 5-9 years of previous service would make the pastor eligible for a Sabbatical after five full years of service. Ten or more years of previous service (without Sabbatical) would make the pastor eligible after four full years of service.]

Subsequent Sabbaticals:

- A pastor who has served six full years since his/her last Sabbatical will be eligible for Sabbatical again.

Length:

- The length of Sabbaticals will be a minimum of six weeks and a maximum of twelve weeks. The Lead Pastor will work with the Board for scheduling this to optimize the time window for him/herself or for staff pastors who are taking Sabbatical.

Approval of Sabbaticals:

- All Sabbaticals must be approved by a two-thirds majority vote of the Board; The Board shall consider such things as filling the pulpit or paying for an “interim” pastor.



The purpose of the Sabbatical shall be REST. It is not for furthering pastoral education, degrees, doing ministry elsewhere, etc. Study for personal spiritual renewal is encouraged. However, this should not be for the purpose of “ministry planning” or preparing future preaching/teaching.

PASTOR SABBATICALS



Procedure

- A pastor or associate staff member, with Board approval, shall take a six to twelve-week sabbatical leave during the seventh consecutive year of service to the congregation.
- Pastoral or associate staff may receive up to one year of “credit” toward their sabbatical-eligible years for contiguous ministry in the Church of the Nazarene immediately preceding their joining the staff at their current local church assignment. (See Policy above.)
- It is each pastor’s responsibility to schedule and take her or his own Sabbatical leave in coordination with the demands of the ministry at the Church, however, the demands of ministry at the church do not constitute an adequate reason to prevent the Sabbatical leave.

The District Superintendent will be notified of the lead pastor’s, or pastoral staff member’s scheduling of sabbatical leave.

- Ongoing salary and benefits will be provided during the Sabbatical leave.
- Sabbaticals may not be accrued and must be taken roughly in the year in which they are due (in the year following the sixth year in the ministry cycle).
- The Sabbatical leave may not be taken as terminal leave (i.e. as leave at the end of employment).
- Sabbatical leave cannot be combined with vacation time and cannot occur any less than four weeks before or after the vacation leave.
- Cash, or other forms of compensation, may not be offered or accepted in lieu of Sabbatical leave.
- The activities of the Sabbatical represent a stewardship to be exercised by the Sabbatical pastor and they will not otherwise be stipulated by the church. The overarching concept for sabbatical is REST. It is not to be used for official study, advancing education/training, or other forms of ministry preparation or ministry service.
- The timing of the sabbatical leave for pastoral staff will be coordinated with the supervising or lead pastor with approval of the Church Board.
- The District Superintendent will be notified of the lead pastor’s, or pastoral staff member’s scheduling of sabbatical leave.
- Care should be given to avoid scheduling overlapping Sabbatical leave between various pastoral staff members. The church office should establish a calendar of scheduled pastoral leave as a planning resource to pastors.