

**A COVENANT  
Between a Session and a Ruling Elder  
To Commission or Recommission to Particular Pastoral Service**

**The Presbytery of Arkansas**

This Covenant governs the relationship between the Session of the Cane Hill Presbyterian Church of Cane Hill, Ark and Rita Menzke, a Ruling Elder certified by the Committee on Ministry as eligible to serve as a Commissioned Ruling Elder. It establishes the guidelines related to the provision of pastoral services to the Church by the CRE. This relationship shall be effective from \_\_\_\_\_ until \_\_\_\_\_ (first time commissioning up to 12 months, recommissioning for up to 36 months), at which time it may be renewed with the concurrence of the CRE, the Church Session, and the Committee on Ministry of the Presbytery of Arkansas.

It is understood that the Terms of Covenant will be in accord with the provisions found in the PCUSA Book of Order. There shall be an annual evaluation of the work of the CRE by the Session of the Church, along with an annual evaluation by the CRE Oversight Subcommittee of the Committee on Ministry. At that time this covenant may or may not be renewed at the discretion of the Session, the CRE, or the Committee on Ministry.

The CRE shall be provided 2 weeks vacation (including Sundays) annually (four weeks for full time CREs). The CRE shall also be provided two (2) weeks study leave (including Sundays) annually (for all CREs). The Session agrees to pay the CRE \$ 600 per year (or month) with a review of the compensation annually. In addition, the Session agrees to reimburse the CRE \$ NA per mile for mileage driven to and from the Church and in the execution of other duties for the Church. The CRE is expected to fulfill the following agreed upon duties as initialed by both the Clerk of Session (as the designated representative of the Session) and the CRE.

Clerk	CRE	
_____	✓	Preach regularly on Sundays and at special services
_____	✓	Lead worship on Sundays and for special services
_____	✓	Officiate at funerals/memorial services as requested and as available
_____	✓	Moderate meetings of the Session
_____	✓	Administer the Sacraments (to this congregation only)
_____		Provide pastoral care for the congregation
_____		Make new member and evangelistic visits
_____		Teach Elder training
_____		Teach Confirmation classes
_____	✓	Teach a regular Bible Study class
_____		Participate regularly in meetings of Presbytery
_____		Other duties as listed:

NA

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

It is understood that the CRE will ordinarily work no more than 20 hours per week for the Church. If the CRE should exceed those hours in any given week, she/he is entitled to take compensatory time in one of the next few weeks. This time is to be negotiated between the Session and the CRE. If the work exceeds 20 hours per week the Session should strongly consider the possibility of providing Pension and Major Medical for the CRE.

Should the CRE be asked to move to the community in which the Church is located the Church shall provide full moving expenses and a housing allowance or manse.

Reta A. Manske  
Commissioned Ruling Elder

10-06-2019  
Date

Dan Ellis  
Clerk of Session

10-6-2019  
Date

Date of initial commission

2015

Number of Years of this Commission

4

Date this commission expires

2022

Approved by the Committee on Ministry

\_\_\_\_\_  
Date

Approved by the Presbytery of Arkansas

\_\_\_\_\_  
Date

A copy of this covenant should be kept by the church's session with additional copies being provided to the Commissioned Ruling Elder, the CRE Oversight Subcommittee, and the Presbytery office.