

## **HEARTLAND PRESBYTERY**

### **2012 Pulpit Supply and Additional Services Policy**

In an effort to help and support the churches within our presbytery, the Committee on Ministry, as an agent of support for Heartland Presbytery, and in accordance with G-11.0502f will counsel and provide a list of pastors who are qualified to fill the pulpit where there are vacancies. This list can also be used by churches/sessions with regular pastoral care, but need single Sunday pulpit supply.

The Committee on Ministry shall provide a list of persons who are minister members of the Presbytery\*, have been authorized to preach, or have been trained and commissioned by the Presbytery to supply vacant pulpits. While Presbyterian Elders as well as ministers of other denominations may be available and willing to preach, they must first be authorized to do so by the Committee on Ministry on behalf of the Presbytery to fill any pulpit on a regular basis. In an emergency situation where a previously authorized preacher is not able to serve on a given Sunday or time of worship due to health, weather, or other emergency circumstances, an elder of that congregation may lead worship and deliver a message or sermon without prior authorization, for that Sunday only.

Recognized minister members of the Presbytery, trained Commissioned Lay Pastors, and Candidates under care of the Presbytery (who have been approved by the CPM to preach) may, upon request and consent of COM, be added to the Presbytery's Pulpit Supply List.

Presbyterian Elders, PC (USA) Ministers who are not members of Heartland Presbytery and ministers of other denominations shall meet the following requirements before being added to the Presbytery's Pulpit Supply List in order to fill vacant pulpits:

- Meet with a representative of COM to assess theology, understandings of Presbyterian government, and their reasons for wanting to be included on the Pulpit Supply List.
- Provide a statement of faith and a biographical statement, a sample sermon in manuscript form that includes an outline of the exegetical method used to move from the biblical text(s) to sermon.
- Sign the Sexual Misconduct Self Certification Form (attached), and be subject to any background/reference checks that may be required of minister members of the Presbytery.

In addition, ministers from other denominations shall be required to present evidence of a baccalaureate degree from an accredited college or university and of a theological degree from an institution acceptable to the Presbytery.

COM shall regularly review those on the Pulpit Supply List, and distribute an updated list to the Presbytery on the webpage, [www.heartlandpby.org/pulpitsupply](http://www.heartlandpby.org/pulpitsupply), as changes are made. A hard copy can be provided if needed.

Those interested in being on the Pulpit Supply List should contact the COM Moderator.

### 2012 Suggested Minimum Honorarium Schedule

Churches are expected to provide an honorarium plus mileage for pulpit supply and moderating sessions. The following schedule lists the COM suggested minimum honorariums:

	Single Service	Multiple Services/Yoked
Churches		
Ministers of Word & Sacrament	\$100	\$125
Seminary Students	\$85	\$105
Commissioned Lay Pastors	\$85	\$105
Elders	\$85	\$105
Moderate Session meeting	\$50	
Wedding	\$150	
Funeral	\$125	

Plus travel expenses @ current IRS rate.

Our Pulpit Supply List can be found on the presbytery's web site:

[www.heartlandpby.org/pulpitsupply](http://www.heartlandpby.org/pulpitsupply)

### Feedback

Congregations/Supply Preachers – COM wants to know about your church's pulpit supply experience; including ideas for strengthening the pulpit supply ministry and process. Your confidential feedback can be emailed to the Executive Presbyter at [execpres@heartlandpby.org](mailto:execpres@heartlandpby.org)

\*Note: Minister members of the Presbytery can also be requested to serve communion, baptize children and adults, ordain/install new officers, conduct funerals and weddings.

(Policy adopted by COM, April 8, 2010)

(Approved by Council, May 17, 2010)

(Approved by Presbytery, June 15, 2010)

(Updated annually to reflect IRS mileage rates)