

Presbytery of Susquehanna Valley
Guidelines for Obtaining Clergy Approved for Pulpit Supply

FROM THE BOOK OF ORDER:

G-10.0102 Session responsibility and power

d. “to provide for the worship of the people of God, including the preaching of the Word, the sharing of the Sacraments, and for the music program, in keeping with the principles in the Directory of Worship...”

G-11.0502 Committee on Ministry responsibilities

f. “It shall counsel with sessions regarding stated supplies, interim pastors or interim associate pastors, and temporary supplies when a church is without a pastor, and it shall provide list of pastors, commissioned lay preachers, and qualified lay persons who have been trained and commissioned by the presbytery to supply vacant pulpits.”

To obtain a Minister approved for Pulpit Supply, please use the following procedure:

1. Contact your Committee on Ministry liaison person for the current names and phone numbers of ordained ministers.
2. Contact those people and make arrangements with them.
3. Inform the COM liaison person **WHO** the preacher will be and for what dates you have obtained a supply minister.
4. The name of the supply preachers and date of preaching should be recorded Session Minutes.

PLEASE NOTE:

- According to the policy approved by the Presbytery, preachers not members of our Presbytery may not preach more than 6 Sundays a year with no more than two Sundays per Quarter in any one church unless permission is obtained from the Committee on Ministry.
- Ordained Minister Members of this Presbytery have no limitation on the number of times they may preach.
- The minimum honorarium has been set (effective 1/1/2009 - updated from 2001) at:
\$100.00 for one service,
\$125.00 for yoked churches (2 services),
plus mileage at the IRS rate per mile.

THE CHECK SHOULD BE GIVEN TO THE PREACHER ON THE DAY THEY PREACH.