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## **Administrative Rule #108 – Parrish Associate**

### **BOARD OF PENSIONS ADMINISTRATIVE RULES**

<b>Section</b>	1 (Eligibility)	<b>Subject:</b>	Parrish Associate
<b>Rule Number:</b>	108		
<b>Reference:</b>	Article III, Sec. 3.1 Article V, Sec. 5.1	<b>Resource:</b>	Member Services
		<b>Original Date:</b>	04/01
		<b>Revision Dates:</b>	08/11

### **Parrish Associate**

A parish associate is a minister who serves in some validated ministry *other than the local parish*, or is a member-at-large, or is retired, but who wishes to maintain a relationship with a particular church or churches in keeping with ordination to the ministry of the Word and Sacrament. Such persons, *already qualified as continuing members of presbytery*, may serve as parish associates. The relation shall be established, upon nomination by the pastor, between the parish associate, the session, and the presbytery. The parish associate shall be responsible to the pastor, as head of staff, on an “as needed as available” basis and with or without remuneration. A parish associate may not be called to be the next installed pastor or associate pastor of a church served as parish associate unless at least six months have elapsed since the end of the parish associate relationship. (Book of Order G-14.0570-.073))

### **Eligibility for Plan participation**

A Minister of the Word and Sacrament is not eligible for participation in the Benefits Plan solely on the basis that he or she is serving as a Parish Associate. The Church does not recognize the title as an employment category: there is no Authorized Ecclesiastical Occupational Designation for Parish Associate listed in the Minutes of the General Assembly.

If a minister serving as a Parish Associate is a paid employee and meets the eligibility criteria for Benefits Plan participation, the Church may enroll the minister in the Plan based on the service. It is the position associated with the service

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approved by the presbytery that makes the person eligible for Benefits Plan participation. Additionally, the member must work at least 20 hours a week in the approved service. The Board of Pensions does not need to know whether or not the employee is a parish associate. If the employing organization (church) and the Minister of the Word and Sacrament provide a position title (such as but not limited to assistant to the minister, ministerial assistant for visitation, etc.) that is descriptive of the duties being performed by the minister and the person shows that the presbytery has approved the relationship (even if expressed as a parish associate), then eligibility for Plan participation is established on the basis of employment plus validation by the presbytery.

When a church enrolls an individual serving as a parish associate, it needs to use one of the General Assembly position titles, not the parish associate title.