



Stated Clerk Contract

This employment contract, dated May 1 in the year of 2024, is entered into by the Presbytery of Cayuga-Syracuse and Paul Rack. This document constitutes an employment agreement between these parties and is governed by the laws of New York State.

IN CONSIDERATION of this employment contract, the parties agree to the following terms and conditions. The contract shall be official upon a Presbytery affirmative vote.

1. Employment

The employee agrees to carry out the responsibilities and duties set out by this contract and the job description. The employee also agrees to comply with all Presbytery of Cayuga-Syracuse policies and procedures.

2. Position

It is the duty of the Stated Clerk to perform all essential job functions and duties included in the job description. Presbytery of Cayuga-Syracuse may add other duties within the scope of the employee's position. This position will be for a 3 month term beginning on May 1, 2024 with options for extensions.

3. Compensation

The employee will be paid \$2,000 per month before applicable taxes for a 15-hour work week. Travel expenses, such as mileage (IRS rate) and office supplies related to performing duties of the Acting Stated Clerk, can be submitted for reimbursement. Wages will be paid on the 30th of each month.

4. Benefits

The employer offers no benefits. There is \$250/year for professional expenses.

5. Termination

This working relationship may be terminated by either party for any reason with 30 days proper written notice.

Paul Rack
("Employee")

Presbytery of Cayuga-Syracuse
("Entity")

BY: _____

TITLE: _____

Date

Date