

Open Bible Standard Churches Inc of T&T

Sabbatical Leave Policy

(A) DEFINITION:

The Sabbatical Leave is a period of time away from the minister's regular duties, offered by the organization, for the mutual benefit of the organization and the minister.

(B) PURPOSE:

Its purpose is to provide the minister opportunities for exposure to and study of new ideas, improvement of professional skills relevant to the ministry, development of the minister's spiritual resources, and spiritual and physical renewal and refreshment.

(C) ELIGIBILITY:

1. A minister may apply for up to six-months Sabbatical Leave after having completed seven years of continuous full time ministry or ten years of continuous part time ministry within the organization.
2. Since a Sabbatical Leave is for the benefit of the organisation as well as the minister, a minister may apply for a Sabbatical Leave only if there is clear intent to return to ministry within the organization at the end of the Sabbatical Leave period.
3. Subsequent Sabbatical Leave may be considered after seven years of continuous full time ministry, or ten years of continuous part time ministry, has elapsed since the end of the previous Sabbatical Leave.
4. The duration of the leave would be approved at the discretion of The National Board.

(D) PROCEDURE:

1. Application for a Sabbatical Leave is to be prepared by the minister in consultation with the relevant local board, and submitted to the National Board for its approval. The congregation should be informed thereafter.
2. It is expected that the nature, duration, schedule, and financial and logistical arrangements for the leave will be worked out in consultation with the local board as part of the application to The National Board. The application must contain the following:
 - a. a clear statement of the rationale for and goals of the leave;
 - b. an outline of the intended use and schedule of the leave time;
 - c. the envisioned benefit to the minister's personal and professional development;
 - d. the benefit to the ministry;
 - e. any other issues the National Board deems important.

3. In making an application, the minister should allow sufficient time before the start of the leave for the necessary local and national board approvals, and for suitable arrangements for covering the necessary duties and responsibilities.
4. It is also expected that, shortly after the leave, the minister will provide an oral and a written report of the experience to local board, national board and the congregation or charge, giving testimony to the developmental growth, experiences and insights gained on the Sabbatical Leave that may be expected to benefit the minister and the ministry. These questions provide a starting point for the report:
 - a. What went well?
 - b. What did you learn?
 - c. What surprised you?
 - d. Was the sabbatical long enough or too long?
 - e. What would you do differently?
 - f. What was the congregation's reaction to the sabbatical?
 - g. Was the church strengthened or weakened by it and how?

(E) COMPENSATION ISSUES:

1. During the time of the Sabbatical, the church will continue to pay the Ministers' full salary, health insurance, and all other benefits.
2. Sabbaticals shall not be considered a use of the Minister's vacation time. But vacation time may be added to the length of time of the Sabbatical, if agreed to by the Minister and the local and national boards at the time the Sabbatical is approved.
3. If there are costs and/or expenses involved with the covering of duties during the Minister's Sabbatical, these expenses are the responsibility of the local ministry.
4. Costs incurred by the Minister during his Sabbatical to travel or study, over and above the approved salary package are the responsibility of the Minister.
5. A Sabbatical Leave may not be used to accept paid employment. Opportunities to preach or speak should only be accepted as part of the Sabbatical Leave proposal, but such opportunities should be minimized so that the full benefit of the time away may be achieved. Requests to officiate at weddings and funerals may be accepted, provided that they do not interfere with the approved sabbatical plan.