



Eastern Regional Association

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Greg Twitchell, Superintendent – GTwitchell@aceasternregion.org
George Karl, Summer Ministries Coordinator – sumkarl@yahoo.com

Summer Ministries Team 2013 Church Ministry Agreement

Church _____ Contact person: _____

Phone: _____ Home: _____ Cell: _____
Email: _____

Ministry Dates & Transportation:

Week _____
Team arrival date: _____
Team departure date: _____

Team Specifics and Payment:

Your team will consist of **2** females and **2** males for ministry. (*advise if you want or need more*)

Their specific responsibilities will include the following: _____

(Please advise us of any additional responsibilities you plan to pass on to the team members so that we can make sure they are adequately prepared.)

Salaries for team members will be paid directly from the Eastern Regional Association. The Eastern Regional Association expects a deposit of \$200.00 for each week to be paid by May 1st. The balance will be invoiced by the Eastern Region to the church based on the rate of \$225.00 per counselor per week. Your invoice will be based on **\$225 per team member for a total of \$900.00 per session.**

*Please look over both pages carefully and write in corrections or changes.
Sign both copies and return one to the Eastern Regional Association.*

Signed Gregory J. Twitchell Date: _____
Eastern Regional Representative

"I have read and accept the conditions as stated on both sides of this agreement."

Signed _____ Date: _____
Church Representative

Team member specifics - A few weeks before their time with you, we will send you the names of the team members we expect to send to you with a brief outline of their ministry strengths. If we have to make a change in team members, we will communicate that with you.

Background checks – We have a current background check on file here in our office. Please contact us if you need a copy of it for your files. References have been checked for recommendation of the team member. Interviews were conducted for all new candidates to the program.

Weekend arrangements – Team members may need lodging & meals on the weekends and a place to do laundry. Feel free to invite them to see the local sites on the weekend – this will greatly enhance their summer experience. If staying in private homes, we would like to have 2 team members of the same gender together. Not housed individually.

Days Off – If team members do not get a full day off on the weekend due to overlapping weeks of ministry or having to travel to your site, we ask that you make arrangements with them to give them a full morning off. This will allow them to either rest or catch up on personal tasks – i.e. laundry, errands, etc. Please assist them if necessary by providing some means of transportation.

Mail – We want to let our counselors know where they can receive mail. If you'd like personal mail sent to a different address than the one listed, please let us know this soon so we can compile that information for the team members.

Church Policies – It is your responsibility to make the team members aware of any specific policies you may have concerning clothing, curfews, use of cell phones, etc.

Conflict Resolution - We are available to assist you in any conflict resolution that may arise between you and a team member. In case of staff member misconduct, please contact us immediately so that we can work out the best solution for both parties. If a staff member has to leave due to illness, emergency or dismissal, we will do our best to find a replacement for you. If we cannot find a satisfactory replacement for them, you will not be charged for that team member for that pay period.