

PAID FAMILY MEDICAL LEAVE

Explanation of the Paid Family Leave Policy

The 225th General Assembly of the Presbyterian Church (USA) amended G-2.0804 of the Book of Order to require Presbyteries include a provision for a minimum of twelve weeks paid family medical leave, which includes but is not limited to: leave to accommodate the birth, foster placement, or adoption of a child, leave to provide care to an ill or disabled family member; and leave to heal following a loss or tragic event.

In accordance with G-2.0804, the congregations of Beaver-Butler Presbytery shall include a provision for a minimum of twelve weeks paid family medical leave in their pastor's terms of call.

Eligibility

All ministers of Word and Sacrament serving a PC(USA) entity and other full-time employees.

Leave Parameters

- A minimum of 12 weeks (regardless of precipitating event or circumstance) of Paid Leave per year, with as much advance notice as possible. Paid Leave may be used—in accordance with need—consecutively or intermittently.
- During Paid Leave, the pastor will continue to receive all benefits in their terms of call, including dues paid to and benefits provided by the Board of Pensions.
- Use of vacation time is not required but may be used to extend leave time at the discretion of the pastor.

Following the period of Paid Leave, the pastor shall be entitled to return to the same position with the same title, terms of call, hours worked, and job description.

Types of Leave

- **Parental Leave:** Within one year of birth or adoption, a pastor may take consecutive or intermittent paid leave for bonding time.
- **Caregiver/Family Leave:** In times when a family member requires care due to an illness or disability, a pastor may take paid leave, either consecutively or intermittently, depending on the nature of illness and need.
- **Personal Loss:** In the event of the death of a loved one or a tragic event, a pastor may take paid leave, either consecutively or intermittently, depending on the nature of event and need.

Church Support

- While the individual church/entity is responsible for the funding and administration of Paid Family Leave, state-provided disability and paid leave benefits and Board of Pensions financial protection programs may be considered in order to help offset income continuation costs.
- Where possible, communication of mutual needs and planning is vital to minimize disruption for the entity served by the pastor. Pastors are encouraged to anticipate leave with sensitivity around the needs of the church/entity/body, including but not limited to temporary replacement and fulfillment of duties.