



Pennsylvania Conference of Seventh-day Adventist Church

Bible Instructor Position Employee Salary & Benefits Information - 2018

Contract Duration: One-Year Bible Instructor Position - July 2018 to July 2019

- Starting and ending dates may be adjusted as applicable to the specific ministry placement.

Location: Northeast Pennsylvania

- One Bible Instructor to a Church District

Employee Status: Part-Time Salaried Employee

Salary: \$1,972.00 Gross Monthly

- Federal, state, and local taxes will be appropriately deducted.

Work Hours: 28 Hours per Week

- Bible Instructor will track the number of hours worked each day on a Monthly Time Log to be signed by the District Pastor and then submitted by the Pastor to the Treasury Department by the 16th of every month.

Benefit Coverage: 2 Weeks Paid Vacation

- Eligible to Participate in the Conference Retirement Plan (includes up to 3% matching contributions by employer)
- Worker's Compensation

Benefits Not Included:

- Part-time employees are not eligible for holiday pay
- Part-time employees are not eligible for Health Insurance (When hired the individual is responsible for going to the Health Market on-line and securing health insurance for themselves.)
- Part-time employees are not eligible for mileage reimbursements for daily commute. (Mileage for any required special meetings outside the district will be covered upon approval.)

Note: The local church will assist the Bible Instructor in securing housing in the district area but will not be responsible for any of the costs associated with the housing.