

# Compensation Worksheet

## For Lay Program Staff

This worksheet is designed to help congregations build a compensation package for lay programmatic staff, using the synod's salary and compensation guidelines.

Name: \_\_\_\_\_

	Current year	Guidelines	Proposed
<b>SALARY</b>			
Salary	\$	\$	\$
<b>TOTAL SALARY</b>	\$	\$	\$

<b>BENEFITS</b>			
ELCA Pension and Medical/Dental Plan (Portico)	\$	\$	\$
Social Security	\$	\$	\$
Other (e.g., medical expense reimbursement, additional retirement contribution)	\$	\$	\$
Other	\$	\$	\$
<b>TOTAL BENEFITS</b>	\$	\$	\$

<b>REIMBURSED PROFESSIONAL EXPENSES</b>			
Automobile	\$	\$	\$
Sabbatical			
Continuing education	\$	\$	\$
Professional ministry expenses	\$	\$	\$
Other	\$	\$	\$
<b>TOTAL REIMBURSED PROFESSIONAL EXPENSES</b>	\$	\$	\$

<b>NON-FINANCIAL COMPENSATION</b>			
Vacation (number of weeks)			
Continuing education (number of weeks)			
Other			