

Employee Benefit Programs

Please use the electronic benefits calculation worksheet to help you determine the total cost of benefits for each eligible employee of your church. Enter the requested information in the space indicated for the sheet to perform its calculations.

Please contact Stephanie Bishop, Benefits Assistant, at sbishop@arpsynod.org or 864-232-8297 for further information about employee benefits.

Insurance

Through General Synod, we are able to provide dental, medical, life, long-term disability (LTD), and accidental death & dismemberment (AD&D) coverage to employees of churches and Synod agencies who work a minimum of 30 hours per week.

Important: While employees may waive the dental and medical coverage, **ALL full-time employees (30 hours or more per week) of churches and Synod agencies, must be enrolled in the Life, LTD, and AD&D program. If any qualified employee in your church is not enrolled in these programs, please contact the Office of Central Services.** The only exceptions to this policy are members of Pacific and Canadian Presbyteries.

Retirement

Pastors serving under the terms of a Call, who work at least 20 hours per week, World Witness missionaries, and employees of Synod agencies working in supervisory capacities are to be enrolled in General Synod's Retirement Plan. This is a non-contributory (on the part of the employee), defined benefit plan. The church or agency contributes 8.5% of the employee's total earnings (see Benefit Calculation Worksheet) to the plan as required by the *Form of Government*, Chapter X. E. 11 and 12.

As of August 2010, we are sending monthly invoices for Retirement Plan contributions, which, with your assistance, will ensure the accuracy of our records. **If you need to make corrections to any of the information regarding your pastor's earnings during the year, please do so on the back of the invoice and return a copy with your contribution check.**