

# Atlantic District Salary Guidelines Worksheet

**A. Base Salary**

(Using Base Salary table for Years of Experience)

\_\_\_\_\_

**B. Attendance Factor** (multiply)

| <i>Average Weekly Attendance</i> | <i>Factor</i> |
|----------------------------------|---------------|
| > 350                            | 1.15          |
| 225-350                          | 1.10          |
| 125-224                          | 1.05          |
| <124                             | 1.00          |

**x** \_\_\_\_\_  
(Choose Factor)

**Subtotal**

\_\_\_\_\_

**C. Location Factor** (multiply)

|          | <i>Factor</i> |
|----------|---------------|
| Suburban | 1.15          |
| Urban    | 1.05          |
| Rural    | 1.00          |

**x** \_\_\_\_\_  
(Choose Location)

**Subtotal**

\_\_\_\_\_

**D. Congregational Discretionary Adjustments**

**+** \_\_\_\_\_

**Subtotal**

\_\_\_\_\_

**E. Offset (7.65%) Soc. Sec. & Medicare**

*Factor*  
1.0765

**x** \_\_\_\_\_

**TOTAL Salary**

Plus Housing, Health and Retirement, Continuing Education and Professional Memberships, etc.

\_\_\_\_\_

**NOTES:**

**1. Vacation is assumed at the minimum levels:**

| Years of Service | Weeks of Vacation (Including Sundays) |
|------------------|---------------------------------------|
| 0 to 4           | 3 Weeks                               |
| 5 to 14          | 4 Weeks                               |
| 15 to 24         | 5 Weeks                               |
| 25+              | 6 Weeks                               |

**2. Performance evaluation tools and techniques are available from Task Force 2 - Congregational Membership as part of Congregational Strategic Planning.**

**3. The Offset (line E) is provided because normally employers pay half of the cost of Social Security and Medicare taxes (FICA, SECA, etc.) For pastors, in most cases, they are responsible for paying the entire amount. This line is added so that the congregation compensates the pastor for paying the total amount of taxes.**