



## Deacons: Ministers of Word and Service

### COMPENSATION DEVELOPMENT WORKSHEET

## The Rocky Mountain Synod of the Evangelical Lutheran Church in America

*The particular aims of this Rostered Minister Compensation Development Worksheet for Deacons are:*

- *to clarify the important factors in determining baseline levels of compensation (low/high range) for deacons called to service in the Rocky Mountain Synod, and*
- *to provide congregations of the Rocky Mountain Synod with tools to help congregations and deacons understand the elements in considering compensation for those called to rostered ministry in their community.*

*Actual annual compensation levels, as well as other aspects of the total compensation package, are best determined through the mutual conversation of congregational leaders and their called/rostered staff.*

When calling a new deacon, congregations are strongly encouraged to meet the previous salary of your new deacon. If your congregation cannot meet these financial obligations, other compensation should be considered. See Section 1 in the 'Definition of Compensation and Benefits for Rostered Ministers', paragraph 9.

[https://www.rmselca.org/sites/rmselca.org/files/documents/rms\\_compensation\\_guidelines\\_approved\\_oct2014\\_updatednov2016\\_2.pdf](https://www.rmselca.org/sites/rmselca.org/files/documents/rms_compensation_guidelines_approved_oct2014_updatednov2016_2.pdf)

ROCKY MOUNTAIN SYNOD Deacon Compensation Development Worksheet

Step 1	DETERMINING BASELINE COMPENSATION	FORMULA
BASELINE COMPENSATION	<p>The Rocky Mountain Synod regularly reviews and sets a “Baseline Compensation” for its rostered ministers. Those who are called, educated and equipped for leadership in church ministries should receive adequate compensation for the sake of the deacon’s well-being and ability to serve effectively. Churches/organizations and ministers are encouraged to engage annually in mutual review of the deacon’s work and appropriate compensation.</p>	<p>The annual amount is <b>\$50,000</b>. (A 30% reduction adjustment is made if the congregation provides housing via a parsonage arrangement.)</p> <div style="border: 1px solid black; padding: 10px; margin-left: auto; margin-right: auto;"> <p>BOX A:            \$50,000</p> </div>

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Step 2	DETERMINING COMPENSATION RANGE ADJUSTMENTS	FORMULA
<b>YEARS OF SERVICE</b>	As per most professional compensation systems, we acknowledge the value of acquired skills, wisdom, and experiences that can only come from actual deacon experience.	Credit one point for each year of service as an ordained deacon (up to a maximum of 30) in Box B.  BOX B: _____ points
<b>YEARS OF RELATED NON-MINISTRY EXPERIENCE</b>	Increasingly, persons with prior experience in relevant fields enter rostered ministry in our church. We seek to acknowledge the value of prior experience in relevant fields (e.g. teaching, finance, counseling, administration, social work, etc.) with this adjustment.	Credit is given for each year of prior experience in a relevant field. Multiply those “years of related prior experience” by .5 [# years x .5 /up to a maximum of 8 points) and credit in Box C.  BOX C: _____ points
<b>FURTHERED EDUCATION</b>	Lutherans have long expected that their deacons be well educated. This credit seeks to account for and encourage life-long learning for leadership.	Credit is given (3 points) to those who have taken the time and made the commitment to earn a degree in a ministry- related field beyond the Master of Arts level (e.g. additional M.A., M.Th., D.Min., Ph.D., Th.D., S.T.M.) or have completed over 450 hours of Continuing Education. If such is the case, enter 3 points in Box D.  BOX D: _____ points
<b>COMPENSATION ADJUSTMENT POINTS</b>	Boxes B-D quantify the value of experience and education a deacon may possess. These factors will become a basis for adjustment to compensation.	Add together the credits in Boxes B, C, and D to create a “point total” and write that number in Box E.  BOX E: _____ point total

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Step 3	NEGOTIATING ACTUAL COMPENSATION	FORMULA
<b>COMPENSATION ADJUSTMENT</b>	Step 2 (Boxes B, C, D and E) comprise a point total (with identified maximums) which quantifies an appropriate adjustment to compensation. As of June 2020, the value of that modifier is set at <b>\$1300</b> per point.	The number of points recorded in Box E, multiplied by the point modifier, quantifies the added value of your deacon's experience and education. Complete that calculation to determine the dollar amount for Box F.
		BOX F: (Box E X \$1300) \$ _____
<b>ADJUSTED BASELINE COMPENSATION RANGE HIGH</b>	By adding the "Baseline Compensation" and the "Compensation Adjustment", you will be able to determine an "Adjusted Baseline Compensation Range High" compensation for your deacon.	Add Box A and Box F together and write that amount in Box G. <b>THIS IS THE HIGH END OF THE COMEPNSATION RANGE.</b>
		BOX G: (Box A + Box F) \$ _____
<b>LOCALIZED COST-OF-LIVING MULTIPLIER</b>	Input the following figure based on the conference your congregation is in: - Boulder/Broomfield, Metro E, Metro S = .95 - Metro W, N Colo., SE Colo., Utah = .90 - Northern NM, WY = .85 - Border = .80	
		BOX H: _____
<b>ADJUSTED BASELINE COMPENSATION RANGE LOW</b>	The low end of the compensation range is the greater of the Baseline Compensation (Box A) and the cost of living multiplier (Box H) x the high end of the compensation range (Box G).	Multiply Box G by Box H. Enter in Box I the greater of that number or Box A. <b>THIS IS THE LOW END OF THE COMEPNSATION RANGE.</b>
		BOX I: (Greater of Box A OR $0.85 * \text{Box G}$ ) \$ _____
<b>NEGOTIATED DEACON COMPENSATION</b>	Acknowledging the amounts in Box I as an "Adjusted Baseline Salary Range Low" and Box G as "Adjusted Baseline Salary Range High," it is the responsibility of the congregation to determine the actual annual compensation.  During the course of the conversation, consider the following questions: <ul style="list-style-type: none"> <li>• Does our deacon bring any special skills to this ministry that ought to be compensated?</li> <li>• Does our deacon bear significant added administrative / leadership responsibility?</li> <li>• During the past year, has our deacon met the ministry goals, which had been mutually established by the deacon and the congregation?</li> <li>• Are we expecting our deacon to take on any significant new responsibilities this year?</li> <li>• Are there any unique financial stresses or circumstances we should address?</li> <li>• Since research has shown that longevity in call has benefits to congregational vitality, we suggest that congregations consider optional financial compensation and/or other benefits (see the "Definition of Compensation and Benefits for Rostered Ministers, Section 1, Paragraph 9).</li> <li>•</li> </ul>	<div style="border: 1px solid black; padding: 5px; width: fit-content; margin-left: auto;">                         BOX J: (other adjustments as negotiated)                          \$ _____                     </div>

The amount entered in Box K (below) represents our mutually negotiated deacon compensation for the coming year. (Note: Adjust accordingly if the terms of call are less than full-time, or if use of a parsonage is included as a portion of compensation.)

Box I: Salary Range Low \$ _____ Box G: Salary Range High \$ _____
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Our Deacon's Compensation for this past year was: \$ _____
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BOX J: Our Deacon's Compensation for coming year will be: \$ _____
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<b>Step 4</b>	<b>ADDITIONAL BENEFIT CALCULATIONS TO CONSIDER</b>	
<b>ELCA PENSION AND HEALTH BENEFITS</b>	<i>If the deacon is covered or included on a spouse's insurance, it is recommended that the amount quoted in Portico for insuring the deacon be included in compensation.</i>	
<b>CONTINUING EDUCATION</b>	<i>This may be offered at the full amount for part-time leaders as well as full-time. Registration, lodging and travel can easily exceed \$1000.</i>	
<b>AUTO EXPENSE</b>	<i>Long distance commutes should be considered as additional expenses in this line item.</i>	
<b>PROFESSIONAL EXPENSES, BOOKS AND PUBLICATIONS</b>	<i>Dues, work garments and cleaning, home office expenses, supplies, fees, books subscriptions, memberships, publications, periodicals etc.</i>	
<b>PROFESSIONAL EXPENSES</b>		
<b>TECHNOLOGY EXPENSES</b>	<i>(i.e. cell phone, laptops, etc.)</i>	
<b>OTHER</b>		
<b>TOTAL OF ADDITIONAL BENEFITS</b>		\$ _____