



## Application for SABBATICAL ASSISTANCE

Pastors who qualify may be given up to \$1,000 to match their church's contributions for a sabbatical. The award includes funding to allow the Senior or Lead pastor to be free of church responsibilities for a minimum of two weeks and three Sundays. This award would provide for weekly Pulpit Supply, Pastoral Care for the church on a limited basis, and a week away at an area retreat center. The GTBN will also be available to provide support to the church. Additional elements such as training and renewal events may be included as well.

### Qualifications

Senior or Lead Pastors are qualified provided they meet the following criteria:

- They have served as senior or lead minister for 5 years or more of continuous service in their present church.
- They have not taken a sabbatical leave within the last 5 years.
- Their church is actively engaged and current in giving to the GTBN.
- They complete the application for Pastor's Sabbatical Assistance.
- They commit to the Sabbatical Covenant.

### General Information

Date of Application \_\_\_\_\_ Mobile Number \_\_\_\_\_

Pastor's Name \_\_\_\_\_ Email \_\_\_\_\_

Home Address \_\_\_\_\_

Name of Church \_\_\_\_\_ Phone \_\_\_\_\_

Address of Church \_\_\_\_\_

Year & Month Began Service \_\_\_\_\_

Chair of Deacons Name \_\_\_\_\_ Phone \_\_\_\_\_

Chair of Personnel Name \_\_\_\_\_ Phone \_\_\_\_\_

Other Staff Name \_\_\_\_\_ Phone \_\_\_\_\_

## Sabbatical Covenant

### Preamble

The central purpose for this sabbatical request is personal renewal for life and ministry. I have planned it in the interest of stewarding my life and ministry well for the sake of God's kingdom. I affirm that sabbath is a biblical principle which I am called to observe. I am aware that many Christian leaders experience burnout. While I do not believe burnout is imminent for me, I recognize the need to be proactive about my personal well-being so I may serve the Lord and His church faithfully and fruitfully.

As a consequence, personal and ministry renewal are my priorities for this period. I shall be intentional, allowing the Lord to work according to His agenda. I intend to return to \_\_\_\_\_ and resume ministry on \_\_\_\_\_.

Finally, I affirm my continued sense of God's call to my present place of serve. As such the sabbatical is in no way a vehicle to pursue ministry alternatives. As best as I understand God's will, I do not see the Lord moving me in the immediate future.

### Ceasing Ministry

1. I will lay aside all pastoral responsibilities for \_\_\_\_\_ weeks, including \_\_\_\_\_ Sundays.
2. I will only break the Sabbatical for the following emergencies or exceptions (please specify):  
\_\_\_\_\_
3. I will not go to my office and will make arrangements for messages and emails to be cleared in my absence.
4. I have arranged with \_\_\_\_\_ to assist the church with pastoral care in my absence.

### Rest and Recreation

During the sabbatical period I will take time for recreation of energy for ministry, cultivating spiritual, intellectual, emotional health and physical fitness.

The sabbatical affords an opportunity to reflect on my life, weed out aspects that hinder growth, and cultivate those that strengthen me. I will, therefore, spend time reflecting on my calling, mission, vision, and family relationships. I understand that a portion of my time away is to be spent in a retreat setting.

### Reporting and Sharing

I am committed to note my reflections and share a brief report of how the Lord has worked in my life during the Sabbatical with a trusted church leader and the GTBN Executive Director or Leader Development Team (outline how time was used, what was learned, new directions to explore).

---

Signature of Pastor

---

Signature of GTBN Executive Director

## Sabbatical Plan

How will your Pulpit Supply be handled? Do you need GTBN assistance? \_\_\_\_\_

---



---

How will your Pastoral Care Responsibilities be handled? \_\_\_\_\_

---



---

What is your Week Away Retreat Plan/Location? \_\_\_\_\_

---



---

Please breakdown your Sabbatical Budget:

Week 1	Week 2	Week 3	Week 4

Total Expense/Budget

--	--	--	--

Total Funded by Church

--	--	--	--

## GTBN Pastor Sabbatical Agreement

The submission of this application indicates the intention of the Pastor to abide by the terms of the Sabbatical Agreement and to fulfill the Sabbatical Proposal mutually agreed upon by the leadership of the GTBN, the Pastor, and Church Leadership. Specifically, the Pastor will do the following:

- Submit a completed Application
- Provide a Sabbatical Plan
- Create a Proposed Budget (use worksheet provided)
- Finalize Sabbatical Proposal with GTBN Leadership
- Commit to the Sabbatical Covenant
- Successfully complete Sabbatical
- Provide a Summary Report of the Benefits of the Sabbatical within 30 days of completion

\_\_\_\_\_  
Signature of Pastor

\_\_\_\_\_  
Signature of GTBN Executive Director