



Evangelical Free Church of Canada

Evangelical Free Church of Canada Recommended Salary Guidelines and Group Benefits Information for Pastoral Leaders

The Evangelical Free Church of Canada recommends that pastors be fairly compensated for their service based on experience, education, scope of responsibility, and location. *Recommended Salary Guidelines* is intended to assist churches in determining what is fair and equitable.

We recommend that our member churches not only try to meet these minimum standards, but in a spirit of generosity and where possible, seek to exceed them.

Calculating the Minimum Salary 2024 – 2025

Step 1

Base Salary (recommended is \$50,500)	\$ _____
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Step 2

Credential Supplement	
For having completed the requirements of an EFCC Credential as described in the EFCC <i>Credentialing Manual</i> . Ministry Credential: \$1550.	
	\$ _____

Step 3

Experience Units Supplement	
a) One unit for each year of experience to a maximum of 5 years: _____ (# units) x \$1120 = \$ _____	
b) <u>After 5 years</u> : One unit for every three additional years: _____ (# units) x \$1120 = \$ _____	
c) For related experience use one unit for every 3 years: _____ (# units) x \$1120 = \$ _____	
TOTAL Experience Supplement \$ _____	

Step 4

Education Units Supplement	
1 unit for post-secondary courses – diploma / no degree _____ (# units) x \$1120 = \$ _____	
<u>OR</u> : 4 Units for Bible College or University – B.A. (or equivalent)	
<u>OR</u> : 6 Units for Graduate Studies – M.A. (or equivalent)	
<u>OR</u> : 8 Units for Doctoral Studies – D.Min., Ph.D., Th.D.	
TOTAL Education Supplement \$ _____	

Step 5

Responsibility Units Supplement	Number of Staff or Volunteers being Supervised				# units x \$1120
	1 Staff, or up to 5 Volunteers	2 - 3 Staff, or up to 10 Volunteers	4 - 6 Staff, or up to 20 Volunteers	7+ Staff, or 30+ Volunteers	
Lead Pastor	1	2	4	6	\$ _____
Associate / Assistant Pastor (any ministry)	0	1	3	4	\$ _____
Ministry Director	0	1	3	4	\$ _____

Step 6

Extra Responsibility Units Supplement	
For things such as overseeing more than two areas of ministry, covering for someone on leave/sabbatical, etc. Suggested amount is \$2,500.	
	\$ _____

Step 7

Urban Location Supplement	
For churches located in cities with 75,000 people or more, an additional supplement should be added. Suggested amount is \$5,600.	
	\$ _____

Step 8

Extraordinary High Cost of Living Location Supplement	
For churches located in regions with higher living costs than usual (i.e., housing, food, etc.), an additional supplement should be added at the church's discretion. Suggested amounts: \$ _____	
Metro Vancouver / Greater Toronto / Montreal: \$5,600.	
Victoria / Fraser Valley / Okanagan / White Horse / Calgary: \$3,000. Remainder of Canada: \$0.	

Step 9

RECOMMENDED SALARY TOTAL	
(Add Steps 1 - 8)	
	\$ _____

Additional Salary Considerations

Parsonage

If the church provides a parsonage, then the gross salary can be reduced by the fair rental value of the parsonage.

Length of Service Supplement

Having calculated the recommended salary, consideration may be given to other Supplements warranted by the congregation's and the pastor's situation (such as a merit increase) being added to the total.

Cost of Living Increment

The base salary should be adjusted annually based on a cost-of-living adjustment (COLA) according to the Consumer Price Index and the guidelines of other comparable employers.

EFCC Group Insurance

The EFCC has made available three Group Plan options for all Pastors and Staff working 20 hours or more per week. The plans include some or all of the following: Extended Health Care, Dental, Life Insurance, Dependent Life Insurance, Long-Term Disability, Critical Illness and Accidental Death and Dismemberment benefits. Should an employee decline any of the group benefits, a signed Waiver should be retained by the church and a copy provided to Simply Benefits. Further details and application are available through the Home Office or Simply Benefits.

EFCC Group RRSP/TFSA

A "Matching" Registered Retirement Savings (RRSP) OR Tax-Free Savings Account (TFSA) Group Plan is available for all Pastors and Staff working 20 hours or more per week. The plan is administered through the Royal Bank of Canada (RBC). The suggested matching amount for both the Employer and Employee is 3-5%. Further details are available through the Home Office.

Part-time Pastoral Job Positions

If a pastor is considered part-time, the salary guidelines may be used simply by pro-rating the amount of a full-time pastoral salary. If the pastor is half-time, for example, calculate what the full-time suggestion is, and divide in half to determine a recommended salary.

Sick Leave

A church may want to consider adopting a sick leave policy for their Pastor. The following is offered only as a guideline: "An employee shall receive credit for 15 days paid sick leave per year. Unused sickleave credit will be allowed to accumulate from year to year to a maximum of 85 days. Accumulated sick leave is forfeited at termination."

Vacation

The EFCC suggests that a church provide a minimum of four weeks of vacation each year for the Lead Pastor, pro-rated for the first year. The number of weeks can be adjusted for Associate staff but must be, at minimum, in accordance with regional Labour Laws. Again, a spirit of generosity considering the type of work and service is always recommended.

Outstanding vacation pay is due upon termination. Consideration should be given to additional weeks of vacation for the number of years served.

Technology

It is recommended that a church provide the Pastor with an office telephone or work cell phone. If the office is in the home, then a telephone may be provided without income tax implications.

It is also recommended that a church provide the Pastor with a computer and internet / e-mail access.

Professional Development/Continuing Education

It is recommended that a period be set aside annually for the Pastor's Continuing Education.

- This should be up to ten days duration, which should include at least one Sunday.
 - The church should insist on at least one such study leave in any two-year period.
 - The time set aside for study may be cumulative to 20 days in two years.
 - The church should make available, annually, at least \$500 for Continuing Education and book allowance, cumulative up to at least \$1,000 in two years.
 - In addition, consideration should be given for the Pastor and spouse to attend EFCC and District Conferences, Annual General Meetings, Theology Conferences, and Retreats.
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Sabbatical Leave

It is recommended that the church put in place a policy for sabbatical leave for the Pastor. For example, a church might recommend a three-month sabbatical after 5-7 years of service. Other suggestions concerning the rationale and structure of sabbaticals are available through the EFCC Home Office.

Hospitality Reimbursement

Many churches are recognizing the increased cost to a Pastor for entertaining guests of the church, (e.g., in home or at restaurants) and the EFCC suggests that the church may want to attempt to offset these costs for the Pastor. This cannot be paid as an allowance and must be reimbursed based on actual expense.

Transportation Costs

The EFCC recommends a 64¢/km mileage reimbursement for actual church business driving, excluding travel between church and home. There are no income tax implications when this is reimbursed for actual kilometres travelled. A detailed log must be maintained by the Pastor.

This is the current EFCC staff rate. The Government of Canada [automobile allowance rates](#) for **2024** are:

- 70¢ per kilometre for the first 5,000 kilometres driven;
- 64¢ per kilometre driven after that.