

ARRANGEMENTS CONCERNING WORKING DAYS AND REMUNERATION FOR PART TIME POSTS

Guidelines for part time posts

- It is anticipated that all stipendiary clergy work the first 2 days of service per week for the provision of a house (currently valued at £12,547 + council tax + water rates). The house is provided for the better performance of duties and is thus tax-free.
- Sunday duties for part time clergy are calculated as Sunday morning service(s) only. Where a parish has more Sunday services, e.g. an evening service, then either the weekday expected working hours should be reduced accordingly, or the parish should make alternative cover arrangements.
- Full time clergy work six full days per week and are entitled to an uninterrupted rest period of not less than 24 hours in any period of seven days and 48 hours one a month.
- A working day is assumed to be a maximum of 8 hours.
- Part time clergy can work flexibly around other appointments, taking their time off to suit from their non-parish days. As with full time clergy, part time clergy are encouraged to take an additional day off once a month from their working days.
- It is not anticipated that any part time posts will be offered in excess of 60% of full time. However, occasionally this will be done if the parish is moving towards a post becoming full-time or because of the particular circumstances relating to the clergyperson concerned.
- In accordance with guidance and advice from the national church, the percentage of pension contribution will reflect the percentage of stipend received.
- The table below provides the guidelines for the anticipated working hours in relation to the stipend provided. The stipend is in addition to the provision of housing.
- It is anticipated that clergy will reside in the house provided. Where a house is not available a housing allowance may be paid to reflect the loss of benefit.
- Where the appointment is for a Locally Supported Minister, the house will be provided by the parish.
- The tax-free Heating, Lighting, Cleaning (HLC) benefit is applicable to full time clergy only. However, part time clerics (and those living in their own home) are able to claim tax relief on any work-related heating, lighting, cleaning and garden upkeep expenses through the Ministers of Religion Tax Return. Further details can be found on the Church of England website: <https://www.churchofengland.org/resources/clergy-resources/national-clergy-hr/clergy-payroll/hlc-scheme#na>

% OF STIPEND	WORKING DAYS (in addition to Sunday morning services)	PARISH SHARE
15%	2 days	0.275
25%	2.5 days	0.35
40%	3 days	0.50
50%	3.5 days	0.55
60%	4 days	0.65
Locally provided house		
15%	2 days	0.175
25%	2.5 days	0.25
40%	3 days	0.40
50%	3.5 days	0.45
60%	4 days	0.55

EAG January 2026