

**A CODE OF ETHICS
FOR THE PRACTICE OF MINISTRY
(POLICY)**

(The term “minister” herein shall mean all those persons who have the status of Full Member, Probationary member, Associate member, Local Pastor or ministerial candidate.)

A MINISTER in the Susquehanna Conference of the United Methodist Church will:

- Keep oneself spiritually, intellectually, physically and emotionally fit.
- Give the time a family expects and to which they are entitled and give guidance, through training and experience that will contribute to their fulfillment and enrichment.
- Maintain a high moral standard in speech and conduct.
- Be careful that attire and grooming do not detract from effectiveness.
- Be honest in personal business transactions and act responsibly in the stewardship of resources of the Charge being served.
- Be Christ-like in attitudes and conduct toward all people - not setting aside convictions to win popular favor and regard all persons with equal love, concern and understanding impartially considering the needs of all.
- Follow such a life style that the parsonage is kept in presentable condition.
- Be aware that there is a difference between reality and appearance and, therefore, conduct oneself with sensitivity in that awareness.
- Be “intellectually honest” in teaching and preaching: give credit for ideas and words of others.
- Carefully develop personal programs of study augmented periodically by involvement in organized educational activities.

And a minister under appointment to a *parish* will:

- Perform the “Duties of a Pastor” as described in ¶ 340 of the 2008 Discipline.
- Serve as pastor, preacher, teacher and administrator, and observe proper work habits and responsible schedules, doing all things in a manner above reproach.
- Minister to the needs of all persons regardless of race, color, creed, national origin, sexual orientation, age or handicap.
- Keep all shared information confidential.
- Share the ministry with other professional or lay persons assigned or employed to be a part of the ministry, and seek a just compensation for all persons so involved. Create a spirit of mutual cooperation and support, and provide for opportunities of continuing education.
- Seek no gifts, bequests or material benefits for self or members of the family from any organization or individual.
- Accept “Full-time Service” to mean that the pastor is not substantially supported in non-pastoral work without the knowledge of the District Superintendent and the Pastor Parish Relations Committee of the local charge.
- Upon leaving the appointment have the parsonage clean and presentable for the successor pastor and family.
- Upon leaving the appointment have all records and membership lists current and well organized.
- Upon leaving the appointment, including retirement, sever pastoral relationships with the parish, recognizing that all future weddings, baptisms, communions, counseling visitations, and funerals should be fulfilled by the successor pastor, unless an unusual situation exists and is approved by the successor pastor.
- Recognize the need for regular evaluation of the work of the pastor, and be responsive to constructive criticism striving to be the best possible representative of the United Methodist Church.

And, in relationship with *other ministers and churches* will:

- Live within the covenant community of the Annual Conference in ways that will only enhance and affirm its members.
- Make no disparaging remarks about the work or life style of a predecessor, successor or other ministers.
- Upon retirement, give a pastor loyal support.
- Practice the same ministerial code of ethics with pastors and congregations of other denominations as would be expected in The United Methodist Church.
- Perform no pastoral function in any church or charge to which the minister is not appointed, except at the request and under the direction of the pastor in charge.

And, in relationship to *the Community* will:

- Participate in community action and service and encourage members of the congregations to serve as well.
- Be active in positive programs to alleviate injustice and prejudice, and be sensitive to the needs and aspirations of the disadvantaged.
- Cooperate with agencies that build character as well as work with agencies offering human services.

And, in relationship to the *denomination and Church Universal* will:

- Recognize that The United Methodist Church is a connectional fellowship in which obligations to support and to criticize constructively are to be accepted so that the Kingdom of God may be extended.
- Familiarize the local church with the mission, program, structure and budget of the Annual Conference, and interpret them for the local congregations so that they may be responsible and effective in the total work of the denomination.
- Participate in the work of the ecumenical church, and support whatever measures may be proposed toward the strengthening of the fellowship and mission of Christians everywhere.

4. MOVING CONCERNS

- 4.1. Responsibilities of outgoing parsonage family at the time of a move:
 - 4.1.1. Remove all personal property from the parsonage.
 - 4.1.2. Leave the house clean, particularly appliances, closets, cabinets and bathrooms.
 - 4.1.3. Remove or arrange for removal of all trash and discarded items.
 - 4.1.4. Sanitize the house for pet odors and treat for fleas.
 - 4.1.5. Collect all parsonage keys and give them to the incoming pastoral family. Be certain that all keys (church and parsonage) are clearly identified.
- 4.2. Responsibilities of church/charge at the time of a move:
 - 4.2.1. Wash curtains, dry clean drapes and window coverings or replace as needed, and wash all windows.
 - 4.2.2. Have all carpets cleaned immediately following the incoming move. Treat hardwood floors as applicable.
 - 4.2.3. Have all smoke detectors, carbon monoxide detectors and fire extinguishers checked and in proper working order.
 - 4.2.4. Have all appliances in good repair and working order.
 - 4.2.5. Have all faucets, drains and drain closures in good working order.
 - 4.2.6. Do painting and repairs as per Sections 3.1.2., 3.1.7., 3.2.3.

6. PET CARE

- 6.1. While it is recognized as a right of the parsonage family to have pets, it is also recognized that the ownership of pets requires the pastor and his/her family to assume responsibility for these pets. With regard to the parsonage, this involves the following:
 - 6.1.1. Care for the pets in a manner approved by the humane society as well as complying with local and state government codes/guidelines related to the maintenance of pets.
 - 6.1.2. Assume the financial responsibility for and assuming the permission of local church as well as local government agencies (where applicable) with regard to the construction and maintenance of pet facilities, i.e. fence, dog house, etc.
 - 6.1.3. Dismantle and remove any facility constructed by the pastor/family upon his/her reappointment, unless permission is secured from the local church and incoming pastor as to its remaining intact.
 - 6.1.4. Replace/repair any damage done by the pets to the carpets, flooring, drapes, doors, lawns, etc.; assume all financial costs by the pastor.
 - 6.1.5. Upon moving, the pastor/family must do a thorough job of cleaning areas where the pet(s) resided, including pest control (fleas most particularly), meet the approval of the chairpersons of the Pastor-Parish Relations Committee and the Board of Trustees.
 - 6.1.6. If the parsonage is not cleaned/deodorized to the satisfaction of the above mentioned chairpersons, the outgoing pastor shall be billed for the cleaning expenses by the local church with the knowledge and support of the Cabinet.
- 6.2. Any non-compliance by the pastor and/or family with the above responsibilities may result in a billing for costs, repairs and/or services to the pastor. If not satisfactorily resolved, disciplinary charges may result.