

## **CLERGY VACATIONS CANON 9**

Every cleric holding an appointment by the Bishop, shall be entitled to a vacation every year of not less than thirty-one (31) days, including five (5) Sundays, without diminution of the yearly compensation. The expenses of providing for Sunday and other services during such vacation shall be borne by the parish/congregation. If the cleric chooses to split the vacation entitlement, the vacation plan is to be negotiated and recorded with the wardens.

Every cleric holding an appointment by the Bishop after completing five years of service following ordination to the Diaconate, commencing on the first day of January of the following year, shall be entitled to an additional vacation every year of not fewer than seven consecutive days to be taken at a time approved by the Churchwardens without diminution of the yearly compensation. The expenses of providing for Sunday and other services during such vacation shall be borne by the parish/congregation.

### **Further considerations with regard to clergy vacation:**

- i) The parish must allow for the clergy's paid vacation annually and must provide the expenses for supply clergy or lay readers.
- ii) The annual vacation entitlement is based on the months employed from July 1<sup>st</sup> of the previous year to June 30<sup>th</sup> of the current vacation year.  
|
- iii) Clergy ordained and beginning employment in the third quarter of the vacation year (January 1 to March 31) will receive two (2) weeks vacation in that first calendar year; and those ordained and employed in the final quarter of the vacation year (April 1 to June 30) will receive one (1) week vacation in that first calendar year. Clergy ordained and employed after July 1 will receive no vacation entitlement during the calendar year in which they commence employment.
- iv) Those ordained clergy entering the Diocese or changing parish shall clarify their vacation entitlement with the Bishop. Vacation entitlement will be based on date of ordination.
- v) Vacations must be taken annually. Any carry over must be negotiated between the clergy person and the wardens, and approved by a motion of Parish Council. Such motions must be sent to the Bishops' Office when they are approved. All carried over vacation must be used within ten months of the previous vacation year (May of the following year).