

**DIRECTOR OF RELIGIOUS EDUCATION
EMPLOYEE AGREEMENT**

This Employee Agreement (Agreement) is updated on September 15, 2019 by and between the Unitarian Universalist Congregation of Grand Traverse (UUCGT) and Elisabeth Hammerberg, in consideration of the mutual promises made below.

Terms of Agreement

This agreement will become effective on September 15, 2019 and will continue in effect through June 30, 2020. This agreement replaces any prior agreement between the parties. It will only be extended or modified by an Agreement in writing signed by both parties.

Services to be Rendered by Employee

- The Employee agrees to perform all services as described in the attached Director of Religious Education Job Description.
- Employee is responsible to the Board of Trustees and reports to and is supervised by the Minister of UUCGT.
- Employee will be an ex-officio member of the Religious Education Committee and will attend meetings of that Committee when needed.
- Employee is an at-will position and as such, either party may terminate this Agreement without cause with at least four weeks notice.

Compensation

In consideration for the services to be rendered by Employee, UUCGT agrees to pay Employee bi weekly \$18.00 an hour for up to 16 hours a week.

As an hourly employee, Paid Time Off and Holiday pay will be granted according to the UUCGT Employee Handbook.

Obligations of UUCGT

UUCGT agrees to meet the terms of all reasonable requests of Employee which Employee considers to be necessary for the performance of Employee services under this Agreement.

Entire Agreement

The language herein constitutes the entire Agreement between the parties.

UUCGT:

EMPLOYEE:

Michael McDonald, Board President

Elisabeth Hammerberg

Date: _____

Date: _____