***THIS AGREEMENT*** is entered into on by and between Church Name, (hereafter referred to as the “Employer”), located at Church Address, City, State, Zip, and employee name (hereafter referred to as the “Employee”) residing at Employee address.

***WHEREAS***, the Employer desires to obtain the benefit of the services of the Employee, and the Employee desires to render such services in the terms and conditions set forth herein; and

***WHEREAS***, the parties wish to enter into this Agreement and memorialize within this instrument the terms and conditions of employment contemplated by the parties:

***THEREFORE***, in consideration of the mutual promises and other good and valuable consideration (the sufficiency and receipt of which are hereby acknowledged) the parties agree as follows:

**EMPLOYMENT**

Church Name, a company, operating at Church Address, does hereby employ Employee Name in the position of Job Title.

The Employee hereby agrees to serve in such capacity, beginning on and ending at such date and time as the Employee’s contract may be terminated in accordance with the Termination of Agreement clause set forth below.

**PERFORMANCE OF DUTIES**

Employee Name, the Employee, hereby agrees that throughout his/her period of employment he/she shall devote his/her full attention and time, during work hours, to the performance of his/her duties and business affairs of the Employer, in addition to performing said duties faithfully and efficiently as directed by the CEO or Supervisor of the Employee. In carrying out these duties and responsibilities, the Employee shall comply with all Employer policies, procedures, rules and regulations, both written and oral, as are announced by the Employer from time to time.

**DUTIES AND RESPONSIBILITIES**

The detailed list of job duties and responsibilities of the Employee are as follows:

 **Specific Job Related Duties:**

\*\*\*Church to fill in the details\*\*\*

**COMPENSATION AND BENEFITS**

In accordance with the terms and conditions of this Agreement, and throughout the Employee’s period of employment, compensation for his/her services will be as follows:

**(Use this section of language if the employee is receiving salary)**

Employee shall be paid a total annual compensation of $0000. Employee will be paid on the 15th day and the last day of each month.

**(Use this section of language if the employee is paid hourly)**

Employee shall be paid $00 per hour and shall not work more than 00 hours in a workweek, without prior approval of Employee’s supervisor. Employee will be paid on the 15th day and the last day of each month.

All benefits, bonuses, or wage increases shall be determined at the sole discretion of the Employer.

**CONFIDENTIALITY – UNAUTHORIZED DISCLOSURE**

During the course of his/her employment, the Employee will encounter Confidential Information belonging to the Employer and therefore it is of critical importance for the Employee to understand that said Confidential Information should not be disclosed to third parties under any circumstances except as allowed by the terms of this Agreement. Thus, in order to protect the privacy of the Employer, and to protect the Employer from the negligent or malicious actions of the Employee during the course of employment and thereafter, the Employee hereby agrees not to divulge, release, or remove for his/her use (or that of any other individual or company) any documentation, information, or knowledge pertaining to the operation or business of the Employer or any of its subsidiaries or affiliates.

Furthermore, the Employer and Employee agree as follows:

* Confidential Information excludes that which is public knowledge.
* Employee shall not copy or modify any Confidential Information without prior written consent of Employer.
* Employee shall, upon termination of employment (whether voluntary or involuntary), immediately return to the Employer any and all written documents and/or materials of a confidential nature.

*Unauthorized Disclosure*

Should the Employee, during or after termination of employment, disclose or threaten to disclose any information of a confidential nature, the Employee shall be deemed in violation of the Agreement and the Employer shall be entitled to obtain an injunction to restrain the Employee from disclosing or further disclosing, in whole or in part, any Confidential Information. The Employer shall also be entitled to pursue other legal remedies, as may be deemed appropriate, for any loss and/or damages incurred as a result of any unauthorized disclosure made by the Employee during or after termination of employment.

**AMENDMENT OF AGREEMENT**

Any Amendment to this Agreement must be mutually agreed upon in writing by both parties (the Employer and Employee), and executed with the same degree of formality as this Agreement. Any amendment must also contain a start date for the amendment to the original Employment Contract.

**TERMINATION OF EMPLOYMENT**

Employer and Employee agree that Employee is and shall remain an at-will employee, such that Employee’s employment may be terminated at any time for any reason or for no reason, without notice.

Employee agrees to provide at least two weeks written notice to Employer prior to resigning employment.

**OWNERSHIP OF INTELLECTUAL PROPERTY**

The church gives full copyrights and/or ownership to any intellectual property an Employee develops or creates during the course of their ministry here at the church. This includes, but is not limited to sermons, books, songs, music, videos, dramas, and computer programs. The Employee is entitled to all benefits and responsibilities that proceed from the copyrights.

Notwithstanding any other provision, Employee agrees that Employer shall be licensed and authorized to use any works created by Employee during the term of this employment, including but not limited to sermons, books, songs, music, videos, dramas, and computer programs. This authorized use shall include the use of these works for any purpose connected or related to the ministry of Church Name.

**ENTIRE AGREEMENT**

This Agreement contains the complete and entire agreement between the parties, and there are no other promises or conditions, oral or written, outside of what is contained in this Agreement. This Agreement supersedes any prior written or oral agreements between the parties.

**SEVERABILITY**

Should any provision contained in this Agreement be deemed invalid or unenforceable, in part or in whole, such invalidity or unenforceability will attach only to that particular provision or part of this Agreement while the remaining aspects of said provision and all other provisions of this Agreement shall remain in full force and effect.

**APPLICABLE LAW**

The provisions of the Agreement shall be interpreted in accordance with the current laws of the state of Wyoming.

**COPY OF AGREEMENT**

The Employee acknowledges receipt of a copy of this Agreement signed by both the Employee and the Employer.

***IN WITNESS WHEREOF***, the Employer has caused the Agreement to be executed by its duly authorized officers and the Employee has set his/her hand as of 00/00/0000.

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(Employee Signature)

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(Employee Name)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Employer/Duly Authorized Representative Signature)

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(Employer/Duly Authorized Representative Name)

\_\_\_\_Board Vice President, Church Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Employer/Duly Authorized Representative Title)