
Sabbatical Leaves include three components for the clergy:

1. Academic

- a. advanced degree program,
- b. extended period of residence in an academic institution, or
- c. independent study, which can be measured, and has an impact on the life of work of the applicant in the context of current ministry

2. Spiritual

Enabling perspective about one's own spiritual growth and development of others'

3. Personal

Provision for an opportunity for personal refreshment and for strengthening of personal and family relationships

These components are designed to address and strengthen competence in any of a wide range of skills and experiences for the purpose of contributing to successful leadership of Church institutions in a changing world and to enhance the life of a congregation (or institution) in which the applicant serves.

Sabbatical Leave benefits the congregation:

This is an opportunity for lay leadership development and "trying on" some new things in the parish. Clergy and lay leaders should work together to include these component in the development of the Sabbatical plan.



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EPISCOPAL CHURCH IN CONNECTICUT

PARTICIPATING IN GOD'S MISSION



**Sabbatical
Leave**

Revised 2026



SABBATICAL

Historically, full-time clergy and other church professionals have been entitled to a fully paid three-month Sabbatical. This three-month time is intended to be an opportunity for professional training, spiritual growth, and personal refreshment. While there is no specific recommendation for part-time clergy to take Sabbatical, they are encouraged to negotiate with their vestries or supervisors for it.

ECCT's diocesan convention recommends that church professionals be freed from their regular duties for three months every five years for Sabbatical. "Terminal sabbaticals" are not permitted. A clergy person should plan to return to their regular duties for at least six months after Sabbatical. Sabbatical cannot be accumulated.



Requirements

1. The norm is three consecutive months, not including vacation. Exceptions must be approved by the Bishops' office.
2. There is to be documented lead time

of at least 12 months prior to the start of the Sabbatical for preparation with the vestry and congregation (or other church institution).

3. A written plan for Sabbatical is required and must include specific goals and articulate the means for reaching these goals in academic, spiritual, and personal areas. This plan should be first submitted to the vestry or supervisor. There should be a conversation about how both the parish and the clergy person might benefit from this time, and the vestry should consider goals for the parish to accomplish during the Sabbatical and add them to the plan. The plan should include a proposal for clergy coverage for the parish and how it is to be paid for. The plan should also include financial plans for the sabbatical activities of the clergy person. The plan must be recorded in the vestry minutes.

4. The plan for Sabbatical, along with a copy of the vestry minutes that includes the plan, must be submitted to the Canon for Congregations and Transitions NO LATER THAN ONE YEAR before the Sabbatical begins, and must be approved by the Bishop Suffragan. Upon submission, clergy should schedule an appointment with the Bishop Suffragan to review and discuss the plan.

5. The clergy person should prepare a post-Sabbatical evaluation report to reflect the stated goals and the effectiveness of the Sabbatical in achieving them. This report should be submitted in writing to the

vestry, the bishops' office (or supervisor), and the Canon for Congregations and Transitions.



Planning and Funding

The person taking the Sabbatical will continue to receive stipend and other benefits during the time of the Leave, including the normal Continuing Education allowance if it has not already been used.

It is the responsibility of the congregation to provide for clergy presence as needed, whether that be as little as Sunday supply or full time. Neither the congregation nor individual members of the congregation will be responsible for any additional funding.

The Canon for Lay and Ordained Vocations may be contacted for information regarding supplemental Continuing Education Grants.

Sabbatical guidelines, Vestry forms, proposal forms, evaluation forms, and Continuing Education Grant application forms can be found on our website at www.episcopalct.org.