

Discussion Questions for Developing Sabbatical Policy

Please note that the following questions are just a starting point to aid in developing a Sabbatical Policy.

Framework

What is the purpose of a Sabbatical?

How does a Sabbatical benefit relate to other benefits (e.g., Sabbatical/Annual leave)?

What is the length of the Sabbatical period?

Eligibility

What positions should receive the benefit?

What interval of time does the individual have to be in a work status between each sabbatical period?

What impact would planned retirement have on eligibility?

Sabbatical Plan

What should the Sabbatical plan contain (e.g., Study, Activities, Individual Growth, Coverage/Fill-in)

What is the approval process for Sabbatical plan?

What is the plan process timing?

Financial Support

What is the impact on the individual's compensation and benefits?

What is the impact on paid replacement?

What is the church's support for individual Sabbatical related expenses?

Reporting

What reports are required for church organizations?

What should the report contain?

What is the reporting process timing?