



SPECIAL MINISTRY AGREEMENT FOR DEACONS

Deacon Name _____ Cellular Phone _____
Address _____ City _____ State _____ Zip _____
Email _____ Home Phone _____
Ministry Setting _____ Ministry Supervisor _____

Deacons serving outside of parish ministry – such as in hospitals, prisons, or archdiocesan agencies – are required to establish a special ministry agreement with their supervisor at the respective agency or location. Those whose primary role is within an archdiocesan agency (or another institution) are expected to have an additional assignment in a parish. Deacons with responsibilities in a parish must also formalize a ministry agreement with the pastor. Supervisors and pastors should discuss and agree on their respective roles in supporting the deacon. While deacons should not receive compensation solely for their role as deacons, they may be employed by a parish or ecclesial agency for tasks that extend beyond their ministry agreement. It is important to differentiate between the job description as an employee and the special ministry agreement as a deacon.

DEACON AS SERVANT OF THE WORD | Evangelizing, Preaching, Teaching, and Catechetical

1. Homily at Sunday Mass? Yes ☐ No ☐ If yes, how often? At how many Masses?
2. Homily at Daily Liturgies? Yes ☐ No ☐ If yes, how often? At how many Liturgies?
3. Ministers in the following area(s):
 - Order of Christian Initiation of Adults
 - Adult Formation/Education
 - Religious Education and/or Youth Ministry
 - Marriage Preparation
 - Baptismal Preparation
 - Confirmation Preparation
 - Ecumenical Functions
 - Facilitating Retreats, Days of Reflection, etc
 - Other Catechetical Ministry

DEACON AS SERVANT OF LITURGY | Liturgical and Sacramental (Specify responsibilities):

1. Assist at Eucharist? Yes ☐ No ☐ If yes, how often?
2. Confer Baptisms? Yes ☐ No ☐ If so, how often?
3. Witness Marriages? Yes ☐ No ☐
4. Presider for Eucharistic Adoration and Benediction, other prayer services? Yes ☐ No ☐
If yes, what?
5. Presider for Funeral Rites – Vigil, Committals, etc Yes ☐ No ☐
6. Presider for the Liturgy of the Hours? Yes ☐ No ☐ If yes, how often?
7. Administer Sacramentals of the Church? Yes ☐ No ☐
8. Serve on Liturgy Committee, or Participate in training of Liturgical Ministers? Yes ☐ No ☐
9. Other Liturgical Ministries

DEACON AS SERVANT OF CHARITY | Pastoral, Advocacy for Justice (Specify responsibilities):

1. Ministry to the poor, disabled, homeless, and hungry:
2. Ministry to the homebound, sick, and dying:
3. Ministry to those in nursing homes and assisted living:
4. Ministry to the mentally ill or chemically dependent:
5. Ministry to the immigrants and refugees:
6. Advocacy of social justice and peace in the community:
7. Ministry in jails, prisons, and halfway houses:
8. Assistance with annulments:
9. Pastoral Counseling and Guidance? Yes ☐ No ☐ If yes, what kind?
10. Ministry as Parish Administrator? Yes ☐ No ☐ If yes, what kind?
11. Other Pastoral Ministry:

OTHER SPECIFIC PARISH MINISTRIES NOT LISTED ABOVE:

This agreement is subject to an annual review. All deacons are required to meet the standards set forth by the Archdiocese of Louisville Office of Safe Environment. Participation in all mandated Safe Environment renewal training or online training is essential. Prior approval from the pastor is necessary for any compensation from parish funds related to diaconal activities.

Signature of Deacon

Date

Signature of Pastor

Date

Signature of Deacon's Wife

Date

Recognition by Director of Diaconal Ministry

Date