



PERMANENT DEACON MINISTERIAL AGREEMENT DOCUMENT

Diocese of Great Falls-Billings

Good communication among the Permanent Deacon, the Bishop and the supervising Pastor is key to a successful relationship and effective ministry. This document is designed as a tool to help this communication. It can also be applied to the process of an annual performance appraisal, if the parties choose to use it in this fashion. It is advisable that this agreement be reviewed on an annual basis, so that appropriate adjustments may be made, either in the performance or in the agreement.

Date: _____

Date to review agreement: _____

PERMANENT DEACON ACTIVITIES

Canonical Functions:

Yes or No		Frequency of ministry and other agreement details
	Witness Marriages	
	Baptize Infants	
	Preside at Funerals, Vigils and Burials	
	Sunday Celebrations in the Absence of a Priest	
	Sunday Preaching	
	Attend Parish Pastoral Council Meetings	

Other Ministry:

Yes or No		Frequency of ministry and other agreement details
	Weekday Preaching	
	Sunday Mass Liturgical Assistance	
	Youth Ministry in the Parish	
	Adult Education in the Parish	



PERMANENT DEACON MINISTERIAL AGREEMENT DOCUMENT

Diocese of Great Falls-Billings

	Children's Religious Education Program	
	Marriage Preparation in the Parish	
	Marriage Preparation at the Diocesan Level	
	Other Diocesan Level Ministry	
	Baptism Preparation in the Parish	
	Other Sacramental Preparation in the Parish	
	Training of Lay Liturgical Ministers	
	Ministry to the Poor	
	Ministry to the Sick and Homebound	
	Ministry of Spiritual Direction	
	Ministry to the Bereaved	
	Ministry to those in Jail	
	Ministry to the Chemically Dependent	
	Membership on Parish Commissions	
	Meetings with Pastor	
	Meetings with Parish Staff	
	Other Duties:	



PERMANENT DEACON MINISTERIAL AGREEMENT DOCUMENT

Diocese of Great Falls-Billings

PARISH SUPPORT OF PERMANENT DEACON



	The Parish recognizes that the Deacon's ministry is limited in time by his primary commitments to his family and secular employment.
	The Parish recognizes the Deacon's need for spiritual direction and counseling as he feels necessary for his ministerial welfare.
	The Parish is willing to support financially an annual retreat for the Deacon and his wife.
	The Parish is willing to support financially the continuing education and formation needs of the Deacon, accompanied by his wife.
	Other:

Together we make this commitment for this year: _____
 We communicate and cooperate for the good of the Church and for the spread of the Gospel of Jesus Christ.

Permanent Deacon

Bishop

Deacon's Wife

Supervising Pastor

Send signed copy to
 Catholic Pastoral Center
 P O Box 1399
 Great Falls, MT 59403-1399
 Deacon and Supervising Pastor: keep copies on file