**Deacon Continuing Formation Report**

**For Calendar Year 2016**

**Name:** Click here to enter text. **Date:** Click here to enter a date.

**Continuing Education**

A minimum of 20 hours per year of continuing education is asked of each deacon. Please document your involvement in the past year in the following areas. (Note: you are not required to have hours in each area every year although over time there should be diversity of continuing formation among the human, intellectual, pastoral, spiritual, and diaconal ministry dimensions.)

**Events**

**Diaconate Gathering:** Choose an item. **Hours:** Choose an item.

**Diaconate Gathering:** Choose an item. **Hours:** Choose an item.

**Diaconate Convocation:** Choose an item. **Hours:** Choose an item.

**Diaconate Day of Reflection:** Choose an item. **Hours:** Choose an item.

**Workshops/seminars/Presentations** (Note title or subject matter, place, presenter and date. Hours counted are those for presentation only. Do not include travel, breaks, etc.)

**Men for All Seasons:** Choose an item. **Hours:** Choose an item.

**Diocesan Leadership Day:** Choose an item. **Hours:** Choose an item.

**Diocesan Leadership Day:** Choose an item. **Hours:** Choose an item.

**Other**

|  |  |
| --- | --- |
|  | Hours: |
|  | Hours: |
|  | Hours: |
|  | Hours: |
|  | Hours: |
|  | Hours: |

**Courses** (Count the hours of actual class instruction. Do not include travel, breaks, etc. Note the title of the course, instructor, educational institution, number of credits attained, and grade if taken for credit.

|  |  |
| --- | --- |
|  | Hours: |
|  | Hours: |

**Self Study Books - Periodicals - Audio/Visuals or Prep for Presentations:** Self-study for personal growth through the reading of books and periodicals as well as audio and visual resources or the studying to prepare for presentations you make may be counted towards the continuing education requirement. Note the title of each resource and the hours accumulated for each. (Do Not include Virtus Training Bulletins in your hours for Continuing Education.)

|  |  |
| --- | --- |
|  | Hours: |
|  | Hours: |
|  | Hours: |
|  | Hours: |
|  | Hours: |
|  | Hours: |

**Continuing Education Summary of Hours** (Summarize the total number of hours accumulated in each area detailed above and the total for all areas combined.

Diaconate Sponsored (Convocation and Gatherings) Hours:

Workshops/Seminars/Presentations Hours:

Courses Hours:

Self Study-Written/Audio/Visual Resources *(List your total hours of self study*

*here but a maximum of 10 hours in this category are counted towards the annual*

*20 hours minimum continuing education requirement.)*  Hours:      

**Total Hours Accumulated for Reporting Year Hours:**

**Spiritual Formation**

**Retreat:** All deacons are expected to make an annual retreat as part of their ongoing spiritual formation. This is in addition to the continuing education hours noted above. Therefore, the content of the retreat in terms of presentation and study is not included in the accumulation of education hours to meet the minimum requirement. Please note where and when you made your retreat during the past year.

**I made a retreat at:** Choose an item.

**Other:**

**Spiritual Direction** It is strongly recommended that each deacon have a spiritual director and that they receive regular spiritual direction. Because of the nature of spiritual direction, you need not report on the details of this activity. However, it is helpful to have on file the name of your current spiritual director as an aid to maintaining a list of spiritual direction resources for the department. If you wish to share the name of your spiritual director for this purpose, please note it below.

Name of Spiritual Director:

Thank you for completing this annual report regarding your continuing formation as a deacon. It will be placed on file in the diaconate office. If there is any way that the diaconate department may be helpful in your ongoing formation, please do not hesitate to contact Deacon Kurt Grube at the diaconate office at (920) 272-8325 or [kgrube@gbdioc.org](mailto:kgrube@gbdioc.org) Please make a copy for your personal file and return this report by **January 31st.**

**Directions:**

1. Fill in the blanks that are appropriate

2. Save a copy for your file.

3. You may either save this as a word document or a pdf. Please email or send a copy to:

Debbie Rusch at [drusch@gbdioc.org](mailto:drusch@gbdioc.org)

Diaconate Department

Diocese of Green Bay

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Green Bay WI 54305-3825



Thank you!

04-5-2016