



AGREEMENT FOR DIACONAL MINISTRY
Diaconate Department



I, _____, a Deacon of the Diocese of Green Bay, in obedience to the Bishop, whose mission I share and in consultation with those whose signatures appear below, agree to serve the parish of _____.

A. Primary Service

Each week I will commit myself to approximately _____ hours of diaconal ministry at _____ in the following manner:

(Parish/Institution)

Service of Charity/Justice/Pastoral Outreach (hours/week):

Service of Word (hours/week):

Service of Liturgy (hours/week):

B. Other Areas of Diaconal Service (hours/week):

C. Deacon (Couples) Specific Needs and Expectations:

D. Pastor's (Pastoral Leader) Specific Needs and Expectations:

Note: If a deacon is a paid employee of a Parish/Institution, attach a copy of his Job Description.

E. Continuing Development and Formation

I agree that I will pursue my continuing development and formation as outlined in the Continuing Formation Policy for Deacons.

F. Term of Agreement

This is a (new/renewed) agreement for the period of _____ year(s) which will commence on _____ and will conclude on _____.

1. New agreements are in effect for one year; renewal agreements may have duration of one to three years at the discretion of the **Pastor/Pastoral Leader and Deacon**.

2. Revision

Agreement revisions **can be made** for changes in the **Deacon's** health, family, employment or parish needs. Changes in **Pastor/Pastoral Leader may necessitate** revisions to the agreement. Revisions **can be made** during the agreement term with the agreement of the **Pastor/Pastoral Leader and Deacon**. An updated agreement **must be sent** to the **Diaconate Director**.

3. Termination

After consultation with the **Diaconate Director**, a request for termination of this agreement **must be given in writing** to the appropriate parties 60 days prior to the desired termination date.

Termination may be initiated for just cause. The final decision on diaconal assignments is made by the **Bishop**.

G. Financial Provisions For A Parish Deacon (updated annually on July 1 by the Diocese)

1. The Deacon will receive the current diocesan mileage rate for the parish related travel.
2. A parish or institution with an assigned deacon shall budget an annual continuing development and formation allowance per deacon as set forth by the Diocese.
3. The parish will pay toward the cost of the annual retreat for the Deacon and his wife at the rate set forth by the Diocese.
4. The parish will pay to the Department of Diaconate the annual sum of \$200.00 per deacon who retains his faculties (active or senior status) as set forth by the Diocese.
5. The Deacon is entitled to any compensation that exceeds the standard stole fees for baptisms, marriages, funerals, etc.
6. The parish is free to pay the Deacon any additional compensation it sees fit as negotiated by the parties involved.

We enter this agreement in good faith, on this date of _____.

Parish/Institution

Deacon

Spouse

Pastor/Administrator/Pastoral Leader

Diaconate Director