



| *From the:*

## OFFICE OF THE PERMANENT DIACONATE



*"Urge you to live in a manner worthy of the call you have received."* (Eph 4:1)

### ADMINISTRATIVE

#### Deacon Annual Survey

Believe it or not the new fiscal year 2018-2019, beginning on June 1<sup>st</sup>, is right around the corner. In preparation the Diocese of Orlando will be conducting its first Deacon Annual Survey.

There are a couple primary reasons for this survey:

1. To update our Deacon Database. Full names, addresses, primary phone numbers, email addresses, and other data that will help us communicate better.
2. To identify the status of deacons. (See "[Status definitions](#)" below). During this year's assessment collections, some parishes chose not to fund some deacon assessments because they felt they were "inactive". Which leads to the next purpose of the survey.
3. To assess the health of the Diocese's diaconate community. 33% of the diocesan deacons serving are over the age of 75. Health related issues are limiting the ability of many deacons to effectively serve their pastors and communities.
4. Lastly, we are assessing what types of ministries the deacons in the diocese are engaged. We are called to a threefold vocation of Word, Liturgy & Charity. How well are we living the vocation?

The survey will be conducted using Survey Monkey and released in March 2018. Those in our database without an email will be mailed a survey to complete. **ALL** deacons serving in the Diocese of Orlando are expected to participate.

#### Web & Social Media Update.

The webpage is complete! We have made it user friendly to find the forms you need. We have also included a Letter of Good Standing Request form. If you have not visited our website, please visit and bookmark it at [Diocese of Orlando Deacons](http://www.orlandodiocese.org/ministries-offices/deacons-welcome/). ([www.orlandodiocese.org/ministries-offices/deacons-welcome/](http://www.orlandodiocese.org/ministries-offices/deacons-welcome/))

The web is full of Continuing Formation and Retreat opportunities. As they present themselves I will post them on our Facebook Closed Group. What is a “closed group” on Facebook? It is a group limited to Diocese of Orlando Deacons, Priest, Seminarians, Men in Diaconate Formation (MiF), Deacon & MiF wives, and required diocesan staff. It is a place to share continuing formation & retreat opportunities, diocese events, and community relationship building. All persons in the group are invited by and approved by the Office of the Permanent Diaconate. We can be found by searching Diocese of Orlando Deacons or follow this link:



### Deacon Status Definitions:

**Active:** Deacons who are actively engaged in parish and community life in the ministry of Word, Liturgy, & Charity. They are eligible for parish transfers by request or needs of the Bishop. May be appointed to other leadership positions.

**Seasonal:** Extern Deacons who serve in the diocese for less than 6 months. Faculties must be renewed annually with a new Letter of Good Standing from their home diocese.

**Senior:** Deacons who have reached the age of 75, yet remain “active” in diaconal ministries. They are ineligible for transfers and serve at the pastor’s prerogative.

**Retired:** Deacons who have not reached the age of 75 but for health or other reasons, are limited in their ability to fully serve their diaconal ministries in the parish.

**Inactive:** Deacons who are designated as no longer able to perform their diaconal ministries. Inactive deacons do not have faculties. They are still encouraged to participate in deanery & diocesan events, to include vesting (i.e. ordinations, chrism Mass, funerals...).

**Removed:**Deacons who have had their faculties removed for cause.

### Annual Deacon Assessments.

Each fiscal year (July 1<sup>st</sup> to June 30<sup>th</sup>) (FY) every parish that has a deacon assigned is assessed \$500.00 for each deacon. The assessment covers most of the cost for each deacons annual overnight retreat (a canonical requirement) \$300, convocation \$100, and continuing formation opportunities \$100. One of the areas of concern is that pastors marked some deacons as “inactive” and did not pay the assessment for

them. These deacons will receive an email to determine their status and reconciling the situation will remain between the pastor and the deacon in question.

Going forward into FY2019. Assessment invoices will be sent in June 2018 and due after July 1<sup>st</sup>, the beginning of the new fiscal year. Should a parish chose not to fund a deacon, the deacon will be invoiced when they register for the convocation, continuing formation, and/or retreats. Payment will be due in advance of the event. It is the deacon's responsibility to maintain a relationship with the parish & pastor to assist in this assessment process.

We will not invoice parishes for "Seasonal" deacons (deacons who are serving in the Diocese of Orlando less than 6 months in a 12 month period). Seasonal deacons should be meeting the requirements of their home diocese and expected to provide a Letter of Good Standing each year to retain faculties in the Diocese of Orlando. Should they desire to participate in this dioceses events they will be invoiced individually, with payment due in advance or the day of the event.

#### Requests for a Letter of Good Standing.

Starting in FY2019 (July 1, 2018). There is an online request form that needs to be completed 2 weeks prior to the date you need the [Letter of Good Standing](#).

Also, each request will be reviewed to determine if the requestor is indeed in good standing. To be in "Good Standing" a deacon must:

1. Complete the Diocesan Safe Environment Training every 5 years,
2. Fingerprinted with a clear background check,
3. A current SME & Continuing Formation Form on file with this office,
4. Complete an annual overnight retreat (recorded on item #3), and
5. Have their Funeral Arrangements on file with this office.

Not meeting these requirements may result in the non-issuance of a Letter of Good Standing and possibly the removal of faculties.

## **CONTINUING FORMATION**

**RETREAT COMMITTEE.** The Office of the Permanent Diaconate is the planning phase for the 2019 Diocesan sponsored Deacon Retreats. We are looking for interested deacons willing to share ideas, speakers, etc ... so we can advertise the opportunities at the 2018 Convocation.

**2018 CONVOCATION.** We have locked in our date, location & speaker for this year.

**October 6, 2018**

**St. Mary Magdalen Catholic Church, Altamonte Spring  
Mass with the Rite of Lector (Cohort 2020) @ 8:00 a.m.  
Bishop John Noonan presiding**

**Deacon William T. Ditewig**



Bill Ditewig was born and raised in Peoria, Illinois, and he spent high school and college studying for the Catholic priesthood. After leaving the seminary, he joined the United States Navy, serving for 22 years as a linguist (Hebrew and Russian) and cryptologic officer in assignments at sea and in various locations around the world. He retired from the Navy as a Commander in 1993.

Throughout his military service, Bill remained active in various church ministries, including administering a remote parish in the absence of a resident pastor; he would later write a book on that experience. In 1990, while still on active duty in the Navy, he was ordained a Catholic deacon for the Archdiocese of Washington, DC by Cardinal James Hickey.



Bill has served as Associate principal of a Catholic high school and as a diocesan official in several dioceses. From 2002-2007 he was the Executive Director of the Secretariat for the Diaconate at the United States Conference of Catholic Bishops in Washington, DC. From 2007-2011, he was Professor of Theology and Religious Studies at Saint Leo University in Florida. Bill has currently relocated to the Florida area.

Bill has a BA in Philosophy, an MA in Education, another MA in Pastoral Theology, and the Ph.D. in Theology from the Catholic University of America. He has written a number of books, chapters and articles, focusing on ministry in general and on the renewed ministry of the Catholic diaconate in particular. He is a frequent presenter at study days, convocations, retreats, and is a frequent guest on radio and television programs interested in ministry and the Catholic Church.

## **UPCOMING EVENTS**

Visit our webpage for a complete calendar of events using the below link:

[Deacon webpage.](#)

## LITURGICAL CORNER

### The Exsultet.

We just had our first chant & liturgical music workshop for the men in formation and what good timing. Hopefully they will get to witness a deacon who willingly and beautifully assumes their role to proclaim (chant) the Exsultet. Below is a link to an article that explains the tradition and why the deacon is to chant the Exsultet.

[“Christ, Cross, Candle, and Gospel: An Early Lenten Reflection on the Deacon and the Exsultet.”](#) Feb 23  
by Deacon William T. Ditewig, Ph.D.



## FORMATION

Ordination Year. The men from Cohort 2018 are scheduled to be ordained on June 9<sup>th</sup> at the Basilica of the National Shrine of Mary, Queen of the Universe.

Their canonical retreat is scheduled for June 1<sup>st</sup> through the 5<sup>th</sup> at San Pedro Center, with Cohort 2017 as the caterers. Please keep them and their families in your prayers as they enter these final months of discernment.

### Curriculum Development Team & Retreats Committee

**FORMATION PROGRAM.** We will be announcing our curriculum review workshop dates soon. All trainers and others interested in assisting the continued process improvement of the formation curriculum can email me to reserve a spot on the team: [jgassman@orlandodiocese.org](mailto:jgassman@orlandodiocese.org). Include a brief biography on your training/curriculum development experience.

### Applicants (Cohort 2024)

77 men inquired about the permanent diaconate and to date 42 applications have been requested by pastors. We expect applications to begin arriving by the end of February.

If you are interested in being on the Discernment Team to review the applications or participate in the interview process please send an email with your availability

for March, April & May. Interviews are currently scheduled for the week of May 21 to 25, 2018.

### Timeline for Applications

December:	Complete Information Nights
January - March:	Pastor's may order an Application
April 1 <sup>st</sup> :	Applications are Due (No applications will be accepted late)
May:	Applicant Interviews
June 15 <sup>th</sup> :	Bishop Recommendations to invite applicants into discernment
July 1 <sup>st</sup> :	Official notifications will be sent out.

*“I have much more to tell you, but you cannot bear it now.”*

(Jn 16:12)