



From the Office of the Permanent Diaconate

From the:

OFFICE OF THE PERMANENT DIACONATE



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

ADMINISTRATIVE

Deacon Annual Documents are Due June 1st

For a year now, we have been preparing the Order of Deacons to fully meet their annual requirements. Thank you to the all deacon and pastors who have already submitted their documents. Below is a list of documents that are due by June 1st.

Basic Requirements:

1. Statement of Mutual Expectations & Pastor Assessment,
2. Continuing Formation Form, &
3. Your Funeral Arrangements, if not on file with the Office of the Permanent Diaconate.

All 'Active', 'Retired' & 'Senior' deacons, currently with faculties are required to submit these documents annually to remain a deacon in 'good standing'. Seasonal deacon need to work with their home diocese to retain their faculties.

All the forms are on the [Deacon Webpage](#) in English & Spanish.

NOTE: *Those completing the forms in Spanish must have them translated to English prior to submitting to the Office of the Permanent Diaconate.*

Tip to Maintaining Your Annual Continuing Formation Form (CFF)

The chief complaint about completing the annual CFF is that so many can't remember what they did over the last year, therefore they struggle to figure out how to get to 30 hours of continuing formation.

Here's what I do to keep myself organized. I set an appointment on my calendar for the first of every month. This reminder is to get me to take care of the regular maintenance tasks in my life (i.e. check the A/C filters, medicate the cat, pay the bills, and update my Continuing Formation Form). Then on or about May 15th of each year I email it, with my Statement of Mutual Expectations & Assessment form to the pastor and set an appointment to discuss. It is a personal discipline that has helped me turn in these forms, on time, each year that I've been a deacon.



Diocesan Shirts Some have noticed the diocesan logo shirts the men in formation are now sporting and have asked if they could get one or two. We are happy to announce that we will make them available for deacons in good standing.



Shirts must be ordered via this office to ensure branding requirements are maintained. Shirt cost is \$24.00 for S-XL (there is an up charge of \$2.00 for each size over XL; i.e. XXL= \$24 + \$2; XXXL= \$24 + \$4; etc...)

Colors available to order include:



QUESTIONS? If you have particular questions you would like to see addressed by this office, you may email your question(s) to jgassman@orlandodiocese.org.

CONTINUING FORMATION

Retreats.

2019 Retreat Planning Committee. We have two volunteers to assist in planning the 2019 Diocesan sponsored Deacon Retreats:

- Deacon Jack Martin, Resurrection, Winter Garden
- Deacon Fred D'Angelo, St. Brendan, Ormond Beach

If you are interested in joining this committee, we would like to have representation from each deanery and diversity of cultural groups. Dates for an initial organizational meeting will be in late May 2018, where we will discuss the 3 diocesan sponsored deacon retreats: dates, location, & budgets.

Continuing Formation.

Did You Know? You can request to sit in on the Diaconate Formation classes? Each class/workshop can earn you continuing formation hours (1 hr/day of attendance).

Local opportunities abound for continuing formation. We share these opportunities via email, facebook, and the diocesan webpage. If your parish is sponsoring an event let us know and we will pass the Word.

LITURGICAL CORNER

We are looking for a Monstrance w/matching Luna for a poor parish in Panama. If you parish has plans to order a new monstrance and is willing to donate the old one to this Panama parish please inform our office.

EMHC Mandate Renewals. The following link: [EMHC Mandates](#), outlines the requirements for “New” and “Renewal” of mandates and related paperwork.

- As deacons we can be presenters for the recommended annual Days of Eucharistic Reflections to facilitate mandate renewals.
- For NEW EMHC’s the training curriculum and trainers are managed by the diocese office of Liturgy and Music. If you are interested in being a certified trainer for these sessions you must be vetted and approved by the Office of Liturgy and Music.

An issue surfacing for some EMHC around the diocese are that their mandate expired. Mandates are good for 5 years. If the EMHC’s mandate expires, they must take the diocesan workshop.

Renewals can be quite simple. The parish hosts scheduled annual days of reflection on the Eucharist, completes the forms, the pastor approves the renewal, and the complete renewal form is sent to the Office of Liturgy and Music.

Liturgical Movements. Our liturgical presence, movement, and gestures mean a lot to the Liturgy.

- Our presence is one of a non-anxious invitation to prayer. Knowing the liturgy and being fully engaged keeps us in rhythm and sync with the celebrant and celebration.
- Our movements are to be done smoothly, deliberate and in harmony with the celebrant and other assisting lay ministers. Our movements must convey confidence and pastoral leadership. Should an error occur, how we respond makes a difference in the dignity of the celebration and the minister.
- Our gestures really are very limited. Hands are to be in a good prayer position unless we are carrying the book of the Gospels, preparing the altar, during the elevation of the cup and distributing the precious blood. None of our gestures are to:
 - Mimic the gestures reserved for the presider (i.e. orans position at the Our Father).
 - Elevating the Body of Christ/Chalice during distribution of communion.
 - Be theatrical in an effort to be more reverent or inviting.



OUTSIDE OF THE WALLS



Catholic Charities continues to finalize the strategic Disaster Services plan, including the establishment of an Emergency Operations Center (EOC) for the Diocese of Orlando that will go active in advance of a predicted hurricane for our area or in response to a tragedy requiring support. The EOC will be manned at Catholic Charities of Central

Florida and will also include a virtual EOC involving representatives of parishes identified as potential food/water distribution points

following an event. Longer term planning will include information on storm sheltering, cold weather sheltering and emergency response teams. A training for all parishes agreeing to stage for emergency food and water distribution will take place at St. James Cathedral on June 1, followed by a 12:10 Mass to Avert Storms at St. James Cathedral. All are invited!



**MENTAL
HEALTH
FIRST AID**

Catholic Charities is able to provide “Mental Health First Aid” Training to interested parishes/communities. This is a nationally recognized, evidence-based program aimed at helping us to better understand adults who may be experiencing mental health concerns,

training us on how to respond to them with compassion and sensitivity and increasing awareness of the many facets of mental illness. Many of our parishes engage in outreach ministries to the homeless and the poor and mental health concerns are often evident. This class better equips us to respond with love and compassion. Classes can accommodate up to 30 individuals. The training takes 8 hours and can be done in one day or in two four hour sessions. We will soon be offering this training to individuals working with children and youth as well. There is a group fee, paid by the parish or community organization, of \$250 and a per person fee of \$20 for books and materials. To schedule a session or for more information please contact Kyle Osborn, Behavioral Health Services, at kosborn@cflcc.org or 407-969-8534.

The second Agape Mission Market opens officially on May 14 at Holy Spirit Catholic Church in Lake Wales in Polk County. The concept of a mission market is a choice food pantry where clients have the ability to select fresh fruits and vegetables, bakery goods and dairy proteins to augment the non-perishable food items they receive as well. The Agape Mission Market in Orlando, operating on the main campus of Catholic Charities of Central Florida, serves about 300 families per week and distributes nearly 900,000 pounds of food annually. The Agape Mission Market at Holy Spirit is a harmonized ministry of Holy Spirit and Catholic Charities of Central Florida and is the first of several



new Agape Mission Markets envisioned in the coming months and years. Volunteers are critical to the operations of these food ministries. For more information, please visit www.cflcc.org and look for volunteer opportunities or contact Carly Matthews, Manager of Mission Effectiveness, at cmatthews@cflcc.org or 407-658-1818 ext 1026.

Bishop John Noonan invites you to a free Catholic Business Leaders breakfast

Living the Light of Christ

Proclaiming and sharing our Faith in the World

Wednesday, May 30, 2018 | 8-9:30 a.m.

**Annunciation Catholic Church - 1020 Montgomery Road, Altamonte Springs, FL
St. Gabriel Life Center - by parish office & northside of Church**

Serving in a leadership role in either the public or private sector is challenging. Serving in a leadership role while living your faith is extra challenging. Our world today cries out for servant leaders with a moral compass that is consistently consulted. As a follow up from last summer's Convocation for Catholic Leaders, held in Orlando in July, Catholic Charities is pleased to host a breakfast on leadership. Taking place on Wednesday, May 30 from 8 am to 9:30 at Annunciation Catholic Church in Altamonte Springs, the program will include encouragement from Bishop John Noonan and insight/experience from Senator Mel Martinez. Anyone interested in gaining insight into how to lead through faith is welcome to attend. For more information or to RSVP, please contact Alice Nolan at anolan@cflcc.org or 407-658-1818 ext 1086.

FORMATION

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

Their canonical retreat is scheduled for June 1st through the 5th 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. Include a brief biography on your training/curriculum development experience.

Applicants (Cohort 2024)

Statistical Summary

- 77 men inquired about the permanent diaconate
- 62 applications were requested by pastors
 - 17 individuals choose not to submit an application
- 45 applications were received
 - 17 were withdraw for various reasons during application reviews

The remaining applicants have been forwarded for psychological evaluations and are being scheduled for interviews.

Interview Team is comprised of:

- Deacon Joe Gassman
- Deacon Rick & Debbie Chabot
- Deacon Dave Gray
- Deacon John Rumplach
- Deacon Eddie & Mariela Cruz

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

Timeline for Applications

May 21st - 25th: Applicant Interviews
June 15th: Bishop Recommendations to invite applicants into discernment
July 1st: Official notifications will be sent out.

Deacon Mentors. We are in need of deacon mentors. At least 18 new mentors to meet the needs of the new cohort.

If you are interested in becoming a deacon mentor you must be a:

- Active Deacon in Good Standing,
- Deacon for at least three (3) years (*Exceptions made on a case-by-case basis*),
- Serving ministry in and outside the walls of the Church, and

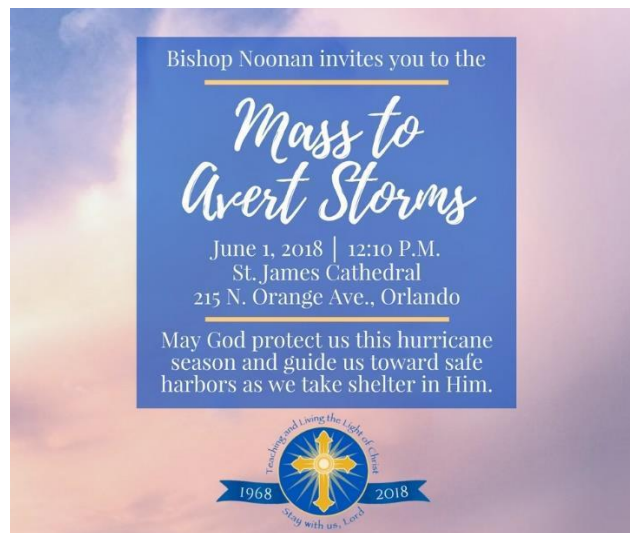
- Willing to fulfill all the requirements of the Deacon Mentor Program.
 - Meeting Mentee at least once a month,
 - Meeting the Mentee and Wife at least quarterly,
 - Prepare and submit the monthly mentor report, and
 - Prepare and submit the annual recommendation for continued formation & ordination.

UPCOMING EVENTS

Mark Your Calendars

PRIEST ORDINATION. Will be on **May 26, 2018** @ St. James Cathedral. We will need a minimum of 14 deacons to be Ministers of the Cup. Our presence, as an Order, is a powerful statement to the unity of the Church's ministers (Bishop, Priests & Deacons).

Please RSVP to Jennifer Kuhn, jkuhn@orlandodiocese.org if you are planning on attending so we can reserve the right number of pews.



DEACON ORDINATION. Will be on **June 9, 2018** @ Mary Queen of the Universe Shrine. Eight (8) men will be on their Canonical Retreat from June 1-5, 2018 in advanced of the June 9 ordination. Please keep them in prayer.

2018 DIACONATE CONGRESS. Will be on **July 22-26, 2018** in New Orleans. Representing the Diocese of Orlando we have 7 Deacons, 5 Wives and 1 Widow registered. If you would like more information or would like to register go to www.Deacon2018.org. They have opened an additional hotel to accommodate more participants.

2018 CONVOCATION. Will be on **October 6, 2018** @ St. Mary Magdalen Catholic Church, Altamonte Springs.

Mass with the Rite of Lector (Cohort 2020) @ 8:00 a.m.
Bishop John Noonan presiding

Keynote Speaker: Deacon William T. Ditewig

2019 DEACON RETREATS.

Will be held at San Pedro Center on the following weekends:

- February 1 - 3, 2019
- March 1 - 3, 2019
- April 5 - 7, 2019

For a complete list of calendar of events visit the [Deacon webpage](#).

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

(Jn 16:12)