



| 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)*

**ANNUAL DEACON ASSESSMENTS:** Annual Assessment invoices were sent the last week of June. **46%** of the Assessments have been collected to date.

This is the question that typically follows, “What if my parish doesn’t pay the assessment?”

- Step One: We will send out a 30-day reminder via email. This email goes to the business manager, Pastor and the deacon. Your relationship with parish helps the process.
- Step Two: We will send out a 60-day reminder via Official Mail.

### NOTES:

1. Parishes are sending the invoices back noting inactivity of specific deacons. This office will be notifying all deacons via letter of a status change to “inactive” at the end of the 90-day collections time frame.
2. Should assessments not be paid for any deacon desiring to participate in the Convocation or Diocese sponsored retreats & continuing formation, the deacon will be invoiced directly and payment must be received prior to the scheduled event.

It is in your best interest to encourage your parish to fund your annual Deacon Assessment as it can affect your good standing as a deacon.

**ANNUAL SURVEY:** Please follow the link to complete the survey: [Deacon Survey](#)

The survey will help us update our database and help us develop continuing formation opportunities and discern possible reassignments and appointments.

**We would like 100% participation**

**47%** of deacons have participated

If you need a hard copy please notify Jennifer, [jkuhn@orlandodiocese.org](mailto:jkuhn@orlandodiocese.org).

### Early Findings:

1. Updating several email and home addresses
2. Identifying “seasonal” deacons (impacts Parish Deacon Assessments)
3. A high percentage of participants claim to have an excellent relationship with their pastor.
4. A high percentage of participants, while happy with their current assignment are at least somewhat open to reassignments.



## ADMINISTRATIVE

### Deacon Annual Documents

Effective July 1, 2018 Deacons who have not submitted their annual documents will **NOT** be considered to be in “Good Standing”.

Summary of Deacons in Good Standing:

As of July 25, 2018:

- Of the 196 “Active & Senior” deacons’ active in ministry **44%** have turned in their Statement of Mutual Expectation/Assessment and Continuing Formation records.
- Of the 231 deacons living in the Diocese, including “inactive” deacons **40%** have their funeral arrangements on file with the diocese.

All the forms are on the [Deacon Webpage](#) in English & Spanish. They are regularly updated as we work to ensure clarity in what is required.

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

### Diocesan Shirts

We will be making the next order on **August 30, 2018**. We did find a different shirt, same quality for a little less (pricing below).

To order shirts use this link [Deacon Webpage](#) to go to the order form. You will be invoiced for the shirt once the order is received. Payment must be made prior to this office ordering your shirt(s).



Shirts must be ordered via this office to ensure branding requirements are maintained. Shirt cost is \$20.00 for S-XL (there is an up charge of \$2.00 for each size over XL; i.e. 2XL= \$22; 3XL= \$24, 4XL= \$26)

Colors available to order include:



White



Red



Purple



Green



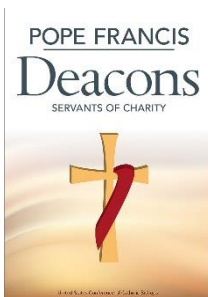
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**Updating Deacon Contact Information** It is each deacons responsibility to keep this office aware of any changes in your contact information (i.e. phone numbers, email, and home address). As mentioned in previous notes, we do much of our contact via email as it helps us keep a documented conversation for the sake of extending our long-term memory. Send changes to Jennifer Kuhn at [jkuhn@orlandodiocese.org](mailto:jkuhn@orlandodiocese.org).

### **New Book Releases:**

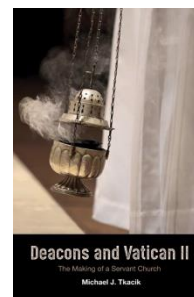
#### **Deacons, Servants of Charity**

Pope  
Tkacik



#### **Deacons and Vatican II**

Francis      Michael J.



## **LITURGICAL CORNER**

### **Deacon Requests**

Our office has received three requests for deacons over the last two months.

1. Most Precious Blood, Oviedo is looking for a deacon who can preach in Spanish.
2. All Souls, Sanford is looking for a bilingual deacon to serve the community.
3. St. Theresa, Belleview is looking for a deacon to assist at the parish, bilingual would be helpful.

If you are interested in applying for either one of these parish communities who desire a deacon contact Jennifer Kuhn @ [jkuhn@orlandodiocese.org](mailto:jkuhn@orlandodiocese.org).

### **Funeral Arrangements for Externs & Seasonal Deacons**

We have noted that many of our extern and seasonal deacons do not have their funeral arrangements in our local files. We believe that some may have them on file with their home diocese.

Just recently one of these deacons sent us an email notifying us this was the case and that on the event of his death this is how his body will be handled. If you are an extern and/or seasonal deacon this is the information our office needs so we can inform the Bishop what will occur.

Thank you to those who have turned in their arrangements.

## **OUTSIDE THE Walls** (Ministry of Charity & Justice)

### **Disaster Services**

Disaster Services continues to evolve. Eighteen parishes are officially committed to serving as emergency food and water distribution sites as needed following a tragedy. Site operation manuals, signs, vests and gloves are now being distributed to the site coordinators. The eighteen parishes include: Our Lady of Grace, Palm Bay; Church of Our Savior, Cocoa Beach; Blessed Sacrament, Clermont; St. Timothy, Lady Lake; St. Lawrence, Bushnell; Prince of Peace, Ormond Beach; Our Lady of the Lakes, Deltona; St. John the Baptist, Dunnellon; Blessed Trinity, Ocala; St. Theresa, Belleview; St. Francis of Assisi, Apopka; St. Joseph/St. Maximilian Kolbe, Orlando; St. Catherine of Siena, Kissimmee; St. Rose of Lima, Poinciana; Holy Spirit, Lake Wales; St. Joseph, Lakeland; St. Stephen, Winter Springs; and, All Souls, Sanford. In addition, the main campus of Catholic Charities of Central Florida will also serve as a distribution site. If you are interested in possibly volunteering, please contact Carly Matthews [carly.matthews@cflcc.org](mailto:carly.matthews@cflcc.org) and note the parish you would like to volunteer along with your name and contact information.

### **Mental First Aid Training**

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. Click Here to learn more or schedule a session. Contact Kyle at [kosborn@cflcc.org](mailto:kosborn@cflcc.org) for information on scheduling Training at your parish.

**Do you want to be a speaker for the Catholic Charities Collection?  
Contact Deborah Shearer at 407-658-1818 ext 1084.**

## CONTINUING FORMATION

**Deanery Gatherings Scheduled** Attendance at a deanery gathering is one credit for continuing formation, if there is an educational component to the gather you will earn an additional credit.

**Western Deanery:** August 4<sup>th</sup> @ St. Thomas Aquinas, Bartow from 8:30 to 10:30 a.m.

**Central North:** August 18<sup>th</sup> @ Most Precious Blood, Oviedo from 8:30 to 10:30 a.m.

**Eastern Deanery:** August 25<sup>th</sup> @ St. Brendan, Ormond Beach from 8:30 to 10:30 a.m.

## FORMATION

**Formation Weekend:** August 11 & 12<sup>th</sup> @ San Pedro Center. Cohort 2020 in year 5 and Cohort 2022 in year 2 will be having their opening retreat with the Sisters of the Pierced Heart of Jesus and Mary sharing on Mary, the Model Disciple.

**Deacon Mentors.** We are in need of deacon mentors. We would like to keep the one-on-one, Mentor, Mentee ratio as we find it most beneficial for both the mentor and mentee.

We are willing to travel to the deaneries to do the Mentorship Workshop. If you are interested in hosting a mentor workshop for your deanery please contact me to schedule a date.

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

- Deacon in Good Standing and active in ministry (Word, Liturgy & Charity),
- 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*

**PRAYER REQUESTS.** Our office releases a monthly Prayer Request list. It is prepared after the 20<sup>th</sup> of each month and emailed within that particular week.

Your petition can be very specific or general. We do believe God knows the specifics already so we are requesting your petitions/intentions arrive via email or we will be developing a web form on our Deacon Webpage to submit your prayer request there.

**Prayer intentions are due** to [jkuhn@orlandodiocese.org](mailto:jkuhn@orlandodiocese.org) or web page request by the Close of Business **on the 20<sup>th</sup> of each month.**

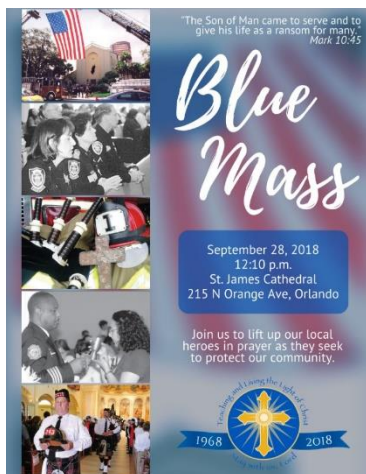
**ORDINATION, Priest.** Deacon Edwin Cardona will be ordained on **September 6, 2018** @ 10:00 a.m. at Corpus Christi Catholic Church in Celebration. If you would like to vest for this event, please email [jkuhn@orlandodiocese.org](mailto:jkuhn@orlandodiocese.org).

### Diocesan Convocation.

**September 8, 2018.**

RSVP Link:

[giftofsacredmystery.eventbrite.com](http://giftofsacredmystery.eventbrite.com)



**September 28, 2018 @ 12:10,**  
St. James Cathedral

RSVP to [jkuhn@orlandodiocese.org](mailto:jkuhn@orlandodiocese.org)

**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](#).

**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](mailto:jgassman@orlandodiocese.org) or [jkuhn@orlandodiocese.org](mailto:jkuhn@orlandodiocese.org).

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

(Jn 16:12)