



| From the:

OFFICE OF THE PERMANENT DIACONATE



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

ANNUAL DEACON ASSESSMENTS: Annual Assessment invoices will be sent to your parishes in the coming weeks. The assessment will cover your annual retreat, convocation and continuing formation fund. The assessment is due **July 1, 2018** for the new fiscal year. Should your parish choose not to fund the assessment, the deacon will be invoiced for each event.

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

If you need a hard copy please notify Jennifer, jkuhn@orlandodiocese.org.

ASSIGNMENTS

Deanery Lead Deacons

Eastern Deanery: Deacon Mike Pettit has served as Deanery Lead Deacon (DLD) for over six (6). We appreciate his efforts to build a sense of community among the deanery deacons. Deacon Mike's term came to an abrupt end due to health reasons in May. Thank you Deacon Mike for a job well done.

Deacon Nick Amicone of Our Lady of Lourdes in Daytona Beach. Deacon Nick's assignment began May 18, 2018 and he will serve through July 30, 2021. Please give Deacon Nick your support and prayers as he continues to build communion with the deacons of the Eastern Deanery.

Western Deanery: Deacon Jim Spindler of Church of the Resurrection in Lakeland, like Deacon Mike, Deacon Jim has served as the DLD for over six (6) and voluntarily extended to assist in establishing the DLD assignments. It is with great appreciation we thank Deacon Jim for his service to the Western Deanery. Deacon Jim's term is complete on July 30, 2018.

Deacon Edgardo Cruz also of Church of the Resurrection in Lakeland will assume the assignment effective August 1, 2018 and he will serve through July 30, 2021. Please give Deacon Eddie your support and prayers as he continues to build communion with the deacons of the Western Deanery.



Future DLD opening approaching in 2019. The Central North DLD (Deacon German Romero) and Southern DLD (Deacon Tom Flavell) terms will expire on July 30, 2019. We will be taking nominations for these positions over the next year and select an appointee by June 2019. This is a Bishop Appointment. If you are interested you may contact your DLD or this office for a copy of the Diocese policy document, “Deanery Lead Deacon Expectations”. You must be a deacon in good standing to hold this assignment.

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 June 25, 2018, of the 220 “Active & Senior” deacons’ active in ministry only **31%** have turned in their funeral arrangements and only **26%** have turned in a Statement of Mutual Expectation/Assessment.

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.*

Communication

Electronic communication is the norm in society. We did a quick search of our database and only 2 deacons do not have an email listed. The day of making phone calls is very obsolete, especially when there are 220 of you and only 2 of us in the office.

Here in the Office of the Permanent Diaconate and really the entire Diocese of Orlando staff uses a number of electronic media sites to communicate important information, invite deacons to upcoming events, schedule meetings, and request feedback. Below are some of the electronic media used to spread and invite you to share the Good News:

- **Email:** we have an “All Deacon” distribution list that we can send certain bulk announcements. The limitation is that certain events will trigger the integrated security features that block us a senders, or some of the recipients report us as “spam”. Yes it has happened and shut us down.

- **MailChimp:** is a bulk mailing program that allows us to send bulk event invitations. Often we use this to share the “Notes from the Directors Desk”, Deacon Prayer List, Death Announcement, and other Deacon & Diocesan Events.
- **EventBrite:** is used by the diocese and other organizations to announce and receive RSVPs to scheduled events. You will be asked to register and the site issues a tickets and accept credit card program/event fees.
- **Evite:** is another event invitation application that helps us track who is and is not coming to a scheduled event. This becomes very beneficial when planning for meals and space.
- **Doodle:** trying to even schedule an event has proved to be a significant challenge with all of our busy schedules. Doodle is an application that lets us choose a number of dates and times for a meeting or event, then allows the invitees to select the day & time that best fits their availability. The event is then scheduled on the date & time most selected by the participants.
- **SurveyMonkey:** is just what it says, a survey application. We most use this to get feedback from each formation cohort class, deacon retreats and the deacon convocation. In the future we will be collecting annual information updates from deacon serving in the diocese.

Diocesan Shirts

Our first order of Diocese of Orlando Deacon shirts was made and delivered. We will be making the next order on July 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:



CONTINUING FORMATION

Continuing Formation Form

This form has been updated for Fiscal Year 2019, all other versions are obsolete. The major changes include flow of information between Section A & B and changing from calculating continuing formation “hours” to continuing formation “credits”. Each deacon active in ministry must accrue 30 credits of continuing formation each year. Below is a summary of how to earn credits that is found in Section B:

1. **Retreats:** must include your required canonically required overnight retreat. Earn 1 credit/day of the retreat (*i.e. a two day retreat = 2 credits*).
2. **Courses, Seminars, Workshops, Conventions, Conferences, Days of Reflections:** Earn 1 credit/day or event if less than a day (*i.e. Diocesan Liturgical conference is 3 days, you earn 3 credits; for a half day conference or workshop, you earn 1 credit*).
3. **Books, Tapes/CD’s, Religious Movies:** Earn 1 credit/title.
4. **Articles Written For Church Associated Publications:** Earn 1 credit hour/article.
5. **Other Continuing Education Activities:** This line item is used to document any activity you perform in your official diaconate ministry. Presider at weddings (prep & ceremony), funerals (wake & internment), baptisms, communion service, exposition/benediction; presenter of workshops, Spiritual direction, etc... Earn 1 credit/day or event if less than a day.
6. **Number of Region/Deanery Meetings Attended:** Earn 1 credit/meeting. As a bonus: earn an additional credit if there is an educational component to the deanery gathering.

LITURGICAL CORNER

Deacon Speaking Parts of the Mass

Every once in a while I like to go through the Roman Missal to remain grounded in my ability to serve the Bishop and parish priests.

A common miss understanding of what parts of the Mass are reserved or designated as a purely deacon speaking part may not be so, and we (deacons) often forget the silent prayers that are our responsibility.

We bring this to your attention for a couple of reasons:

1. Know the presider you are serving with, especially your parish priests. Communicate with them to know their desire, who has what parts that the presider has a choice in who fulfills the speaking roles.
2. Know the Deacon speaking parts and when they occur to ensure the liturgical dance goes smoothly. Liturgy done right always invites participation by the congregation witnessing the collaboration between the Priest and Deacon.

The following is a walkthrough of a typical Mass:

Introductory Rites, Para 3: The Priest, **or** a Deacon **or** another minister, may very briefly introduce the faithful to the Mass of the day

NOTE: “OR” suggests it is the Presiders choice who does and voice the part.

Penitential Act, para 6, page 519: The Priest, **or** a Deacon **or** another minister, then says the following or other invocations* with Kyrie, eleison (Lord, have mercy). This instruction also pertains to other penitential formulas.

Liturgy of the Word, para 14: this the exchange between the Priest and the Deacon. The Deacon is the ordinary proclaimer of the Gospel. **“If, however, a Deacon is not present, the Priest...”**.

In concluding the Gospel the deacon kisses the book and silently says: ***“Through the words of the Gospel may our sins be wiped away.”***

Para 17: “Then follows the Homily, which is to be preached by a Priest **or** Deacon...”

The Universal Prayer / General Intercession / Prayer of the Faithful, GIRM, para 71, page 35 states: “They are announced from the ambo or from another suitable place, by the Deacon **or** by a cantor, a reader, **or** one of the lay faithful.

The Liturgy of the Eucharist, para 24: The Deacon, **or** the Priest, pours wine and a little water into the chalice, saying quietly: ***“By the mystery of this water and wine may we come to share in the divinity of Christ who humbled himself to share in our humanity.”***

The Communion Rite, para 128: Then, if appropriate, the Deacon, **or** the Priest, adds: ***“Let us offer each other the sign of peace.”***

The Concluding Rites:

Para 142: Gives the rubrics for Masses concluding with a blessing formula. Page 674. The Deacon **or, in his absence**, (*note the difference in the “or”, this is a*

speaking part proper to the Deacon) the Priest himself, says the invitation: “Bow down for the blessing.”

Para 144: Then the Deacon, **or** the Priest himself, with hands joined and facing the people, says: [one of the dismissal formulas].

FORMATION

Curriculum Development Team & Retreats Committee

FORMATION PROGRAM. The Curriculum Review Workshop will be held July 14th from 9:00 a.m. to 3:00 p.m. All trainers have been invited and others who have expressed interested in assisting the continued process of improvement of the formation curriculum. To reserve a spot on the team: jgassman@orlandodiocese.org. Include a brief biography on your training/curriculum development experience.

Cohort 2024

25 couples have been invited into the Discernment Year.

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 20th of each month and emailed within that particular week.

A common occurrence is, we publish the prayer list and then the special intentions start pouring in. We would prefer these intentions arrive prior to publishing the list. 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 or web page request by the Close of Business **on the 20th of each month.**

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.

ORDINATION, Priest. Deacon Edwin Cardona will be ordained on **September 6, 2018** @ 10:00 a.m. at Corpus Christi Catholic Church in Celebration.

Diocesan Convocation. September 8, 2018. RSVP Link:

giftofsacredmystery.eventbrite.com

You're invited to a Diocesan Convocation
The Gift of Sacred Mystery
Saturday September 8, 2018 | Rosen Shingle Creek
9 a.m. - 3:30 p.m. | 9939 Universal Blvd
Orlando
Join us for a day of reflection on the Presence of Christ in the Holy Eucharist.
RSVP giftofsacredmystery.eventbrite.com

OPENING PRAYER AND WELCOME
Bishop John Noonan, Diocese of Orlando

THE GIFT
Bishop William Wack, CSC, Diocese of Pensacola-Tallahassee
What is Real Presence? How is the Eucharist our Gift?
What is our relationship to this source of ultimate love?

THE SACRED
Sr. Maria Teresa Acosta, SCTM, Pastoral Assistant at Annunciation Catholic Church, Altamonte Springs
How does our participation in the Eucharist create a celestial kingdom on earth? What is our self-offering?

ENCOUNTERING THE MYSTERY
Bishop Robert Reed, Auxiliary Bishop of Boston and President/CEO of Catholic Media, Inc.
How is Christ active in and through the offering of the Eucharistic sacrifice? What is the relationship of Eucharistic worship with living a Christian life? Can we really encounter Mystery in a world where it seems mystery is minimized?

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 or jkuhn@orlandodiocese.org.

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

(Jn 16:12)