



Annual Covenant for Diaconal Ministry Between

The Rt. Rev. Craig W. Loya, Bishop,

and

_____, Deacon,

and

_____, Faith Community.

The Deacon will serve _____ hours (average) per _____ (week, month), using 8-12 hours per week as the standard.

The Deacon will assist at liturgies according to the Book of Common Prayer and the ECMN Deacon Customary.

The Deacon will also have the following responsibilities: (use back of sheet, as necessary)

In the world/community:

In the faith community:

Congregation and/or staff meeting attendance:

In conversation with the supervisor, the Deacon shall be eligible for leave for Sundays off and continuing education.



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The Faith Community agrees to:

- Reimburse the deacon for necessary expenses related to his/her ministry.
- Provide funding for the Annual Deacons Retreat , the Annual ECMN Convention, and the Annual Clergy Retreat.
- Encourage and financially support the Deacon's continuing education.
- Offer to pay the monthly honorarium of \$25 provided for in the ECMN policy for non-stipendiary clergy and make the contribution to the Church Pension Fund on the Deacon's behalf if accepted.

The Supervisor of the Deacon is: _____

This covenant shall be reviewed annually and the Supervisor and the Deacon will submit to the Bishop and the appropriate Archdeacon an annual review of the way(s) in which the Deacon's ministry has engaged God's mission by interpreting the needs of the world with the gifts of the faith community. Any changes to this covenant must be agreed upon by all parties listed below. Any disputes that may arise during the deacon's placement should first be referred to the appropriate Archdeacon and thereafter referred to the Bishop.

Deacon

Bishop

Senior Warden

Supervisor*

*Rector/Vicar/Priest-in-Charge or other
canonical authority in the faith community

Archdeacon

Initially Agreed: Month _____ Day _____ Year _____

Please list subsequent review dates below:



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Covenant Template: Process and Instructions

Deacon works with Supervisor, Senior Warden, and Archdeacon to complete the template. Archdeacons, as an extension of the bishop, support and assist in this process, making sure it's completed and helps to support the deacon and faith community in honoring the covenant.

Once complete, the Archdeacon sends the template to the Bishop for review and approval. Executive Assistant to the Bishop should be cc'd on this email as well.

Once Bishop's approval is received the template is signed by Deacon, Supervisor, Senior Warden and Archdeacon. If covenant will be signed electronically, Executive Assistant to the Bishop will initiate the signing process.

Once all other parties have signed the covenant the Bishop will sign the covenant. If digital signatures are being used the Bishop's office will be notified once all signatures have been completed in order for him to sign. If live signatures are being used, Archdeacon sends signed covenant to Bishop and Executive Assistant to the Bishop for Bishop's signature.

Bishop sends fully signed covenant and formal letters to Deacon and the Supervisor and Senior Warden announcing the deacon's deployment.

After all have signed the covenant, the rector, wardens and deacon can make a public announcement of the deacon's deployment.

ECMN communicates deployment announcements and clergy status transitions throughout ECMN and the mission area in which the Deacon serves.