

Archdiocese of Galveston-Houston  
**PARISH MINISTRY AGREEMENT**  
**2016-2019**

Deacon's Name \_\_\_\_\_ Work Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_ Home Phone \_\_\_\_\_

Pastor's Name \_\_\_\_\_ Parish \_\_\_\_\_

**DEACON AS SERVANT OF THE WORD: Evangelizing, Preaching, Teaching, And Catechetical (Specify the responsibilities):**

1. Homily at Sunday Mass? Yes  No  If yes, how often? \_\_\_\_\_ At how many Masses? \_\_\_\_\_
2. Homily at Daily Liturgies? Yes  No  If yes, how often? \_\_\_\_\_ At how many Liturgies? \_\_\_\_\_
3. Responsible for RCIA: \_\_\_\_\_
4. Responsible for Adult Formation/Education: \_\_\_\_\_
5. Responsible for religious education and/or youth ministry: \_\_\_\_\_
6. Responsible for Marriage preparation: \_\_\_\_\_
7. Responsible for Baptismal preparation: \_\_\_\_\_
8. Responsible for Confirmation preparation: \_\_\_\_\_
9. Responsible for Ecumenical functions: \_\_\_\_\_
10. Responsible for conducting retreats, renewal programs: \_\_\_\_\_
11. Other Catechetical Ministry: \_\_\_\_\_

**DEACON AS SERVANT OF LITURGY: Liturgical, Sacramental (Specify the responsibilities):**

1. Assist at Eucharist? Yes  No  If yes, how often? \_\_\_\_\_
2. Conduct communion services outside of Mass? Yes  No  If yes, where? \_\_\_\_\_
3. Preside at Baptisms? Yes  No  If so, how often? \_\_\_\_\_
4. Witness marriages? Yes  No
5. Preside at Eucharistic Adoration & Benediction, other prayer services? Yes  No  If yes, what? \_\_\_\_\_
6. Preside at Funeral rites – Vigil & Burial services? Yes  No
7. Preside at the Liturgy of the Hours? Yes  No  If yes, how often? \_\_\_\_\_
8. Administer the Church's sacramentals? Yes  No
9. Participate on the liturgy committee or the training of Liturgical Ministers: \_\_\_\_\_
10. Other Liturgical Ministry: \_\_\_\_\_

**DEACON AS SERVANT OF CHARITY: Pastoral, Advocacy for Justice (Specify the responsibilities):**

1. Ministry to the poor, disabled, the homeless & the hungry: \_\_\_\_\_
2. Ministry to the sick & dying in hospitals & homebound (including Viaticum): \_\_\_\_\_
3. Ministry to the elderly in nursing homes & homebound: \_\_\_\_\_
4. Ministry to the mentally ill, chemically dependent, or other addictive behavior: \_\_\_\_\_
5. Ministry to the immigrants & refugees: \_\_\_\_\_
6. Advocacy of Social Justice & Peace in the Community: \_\_\_\_\_
7. Ministry in prisons & halfway houses: \_\_\_\_\_
8. Assist with annulments: \_\_\_\_\_
9. Pastoral Counseling & Guidance? Yes  No  If yes, what kinds? \_\_\_\_\_
10. Minister as Parish Administrator? Yes  No  If yes, what kinds? \_\_\_\_\_
11. Other Pastoral Ministry: \_\_\_\_\_

*(Please continue on reverse side)*

**OTHER SPECIFIC PARISH MINISTRIES NOT LISTED ABOVE:**

**This agreement remains in force for a period of three years unless one is reassigned by the Bishop to another parish or ministry setting or a new pastor is assigned to the parish. The parish is requested to reimburse the deacon for out-of-pocket expenses and pay for continuing education up to \$750, and pay for an annual retreat. The parish is also urged to pay for the wife's retreat.**

\_\_\_\_\_  
Signature of Deacon

\_\_\_\_\_  
Signature of Pastor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Deacon's Wife

\_\_\_\_\_  
Approval by Diocesan Director

\_\_\_\_\_  
Date