

DEACON

A deacon is responsible for ministering to the needs of church members and offering support to the pastor.

Ministry Area/Department	General staff/administration
Position	Deacon
Accountable To	Pastor
Ministry Target	Church members
Position Is	Volunteer
Spiritual Gifts	Serving • Exhortation • Mercy-showing
Talents or Abilities Desired	Enjoy working with people
Best Personality Traits	Dependable • Compassionate • Discreet • Good moral character
Passion For	Ministering to the Body of Christ and assisting the pastor with the work of the ministry related to congregational care

RESPONSIBILITIES/DUTIES

- Follow up on sick, hospitalized or shut-in members; visit and contact them regularly.
- Pray for and with church members experiencing hardships or needing to make decisions.
- Visit and offer emotional/spiritual support to grieving members.
- Remain in contact with prayer-group leaders regarding special prayer needs.
- Meet with and offer input to the pastor and appropriate staff members regarding any special or critical issues within the church.
- Attend deacon meetings once a month to discuss needs and budget items.
- Be available to minister when called upon by Pastor.
- To be present, assist, and prepare the Lord's Supper directed by the Pastor.
- To advise the church as to the best course of action should conflict arise within the church.