

From the Office of the Diaconate, Diocese of Orlando

As we start a new year it is time again to begin the formal discernment process for those individuals who have shown an interest in applying to be considered for the Permanent Diaconate formation process. We will be holding **mandatory** information nights at the following locations to explain the discernment and formation process for all those interested in diaconate formation. Those interested must attend one of these information sessions prior to the pastor requesting an application.

- Tuesday, January 26, 2010 – 7:00 PM @ St. Marks the Evangelist, Summerfield - 7081 S.E. Highway 42, Summerfield
- Wednesday, January 27, 2010 – 7:00 PM @ Church of the Resurrection, Lakeland - 3855 S. Florida Avenue , Lakeland
- Thursday, January 28, 2010 – 7:00 PM @ Holy Name of Jesus, Indialantic - 3050 North Highway A1A, Indialantic
- Friday, January 29, 2010 – 7:00 PM @ St. Mary Magdalen, Altamonte Springs - 861 Maitland Avenue , Altamonte Springs

There are several stages to the discernment, application and acceptance procedure which are detailed through the downloads at the end of this letter. This document outlines 1) the general requirements/prerequisites for diaconate consideration; 2) overall areas of discernment; and, 3) the phases of discernment and formation on the journey to ordination. Prospective applicants must discuss their perceived calling to Holy Orders with their pastor and family prior to attending one of the inquiry meetings. If married, wives are **required** to attend the information night with their husbands as the wife is an important and integral part of the five-year formation process if the husband is accepted.

We currently have 20 candidates in the permanent diaconate formation process and look forward to the upcoming discernment that will lead to additional aspirants beginning the formation process in August 2010. If you have any questions please contact the undersigned at 407 246-4878.

DIOCESE OF ORLANDO

Discernment and Process for Applying to be Considered for Permanent Diaconate Formation

The call to the diaconate is a call to a lifelong pursuit as a servant in every aspect of our life. This call is more than a desire to serve the Church in ministry; a desire to serve God; or a specific pathway to holiness. The character of a deacon is a calling to a way of life that reflects the nature of Christ - emptying ourselves as a servant to others.

If accepted into diaconal formation in the Diocese of Orlando those desiring to be ordained will spend a minimum of five-years in discernment, formation and study as they follow a path toward ordination. This formation journey is structured in accordance with *National Directory for the Formation, Ministry and Life of Permanent Deacons in the United States*, published by the National

Conference of Catholic Bishops, Bishop's Committee on the Diaconate.

This document outlines (1) The general requirements for being considered for diaconate formation,

(2) The overall dimensions of a deacon which are examined as part of the initial discernment of those desiring to enter into formation; and, (3) The phases of discernment and formation on the journey to ordination.

GENERAL REQUIREMENTS/PREREQUISITES FOR DIACONATE CONSIDERATION

1. Candidates should be single or be in a valid Catholic marriage for at least five (5) years before submitting an application to enter the discernment and formation process.
2. Individuals desiring to enter the discernment and formation process must be at least 30 years old and not older than 60 years old when they enter the formation process.
3. Candidates must have received the Sacrament of Confirmation and have been a Roman Catholic for at least five years prior to the submission of an application to enter the discernment and formation process.
4. Candidates must be ready to commit to five years of spiritual and academic preparation

DIOCESE OF ORLANDO

Discernment and Process for Applying to be Considered for Permanent Diaconate Formation

prior to ordination and then continue on a lifelong journey of formation.

5. There are no specific college requirements to enter into the diaconate discernment and formation process.

6. A new formation and discernment class commences every other year [in August of the even years]. Information nights are conducted around the Diocese in the spring of these even years.

7. Deacons are not paid or employed by the diocese or the parish as deacons and no benefits (ie. medical, housing, retirement etc.) are available to non-employed personnel.

8. The cost associated with the five years of formation is absorbed primarily by the diocese and parish with a portion of the academic formation by the individual.

9. A prospective applicant must:

be emotionally mature and stable

possess personal integrity and understands his gifts and challenges (self-knowledge)

if married, be living in a stable/vibrant sacramental marriage and have the full consent and support of his wife and family. His wife must be willing to support her husband **actively** through formation and in his ministry.

be actively involved in parish life and have the recommendation and support of his pastor

be in good physical and psychological health (both applicant and wife, if married)

be of sound moral character

have the ability to articulate and explain the moral and doctrinal teaching of the Church effectively

DIOCESE OF ORLANDO

Discernment and Process for Applying to be Considered for Permanent Diaconate Formation

Diaconate Information Sheet

1/3/2010

Page 2 of 5

- demonstrate a personal commitment to growing in Christian holiness / an active prayer life / participation in the Eucharistic and Sacramental life of the Church
- have good communication skills (both as a speaker and as a listener)
- have secure employment history and be self supporting
- if divorced have a valid decree of nullity for at least five years and no previous divorce(s)
- If single or widowed be committed to a lifetime of celibacy
- have a record of ministry leadership and service to the parish and the community
- reside in the Diocese of Orlando
- should not anticipate moving for at least five years after ordination
- be living sound Catholic teaching
- be a citizen of the United States
- have completed both the Diocesan background check and safe environment training prior to submitting an application.

OVERALL AREAS OF DISCERNMENT

Those who feel God is calling them to diaconate ordination should examine the following four dimensions of their lives which are the foundation of every deacon:

1. Human Dimension - The goal of a “**suitable human dimension**” is a character and

DIOCESE OF ORLANDO

Discernment and Process for Applying to be Considered for Permanent Diaconate Formation

personality that is a bridge and not an obstacle for others as they journey with Jesus Christ. The call of the deacon is to be a servant to all and thus the character of a deacon must be centered on humility and the needs of others.

2. Spiritual Dimension – The spiritual dimension of the life of a deacon calls us to **“put on the mind of Christ”**. Our spiritual formation begins at birth and continues through our entire life. Those called to diaconate formation must already exhibit a strong spiritual dimension in their life that demonstrates they have nurturing attitudes, habits, and practices that provide a foundation for the development of an authentic and ongoing spiritual life. This demonstration comes in the form of participation in, for example, various devotions, retreats, days of recollection, and adult education programming. It also includes an established prayer life both as an individual and as a family.

3. Academic Dimension – As ordained clergy deacon preach the Gospel of Jesus Christ primarily through the way we live and the way we speak. Those desiring to enter into diaconate formation must have a good **foundational understanding of Catholic teaching**, embrace this teaching, and be living in communion with the Catholic Church. Prospective applicants should also have a good understanding of scripture and should have participated in scripture study or sharing groups.

4. Pastoral Dimension – The model of the ordained deacon is Christ the Servant, who lived totally at the **service of God, for the good of Men**. Those desiring to enter into diaconate formation must already recognize and have experienced the call to leadership roles in ministering to their brothers and sisters in parish life as well as works of charity in the local community.

These dimensions of diaconal life become the focal discerning points for men who desire to enter

DIOCESE OF ORLANDO

Discernment and Process for Applying to be Considered for Permanent Diaconate Formation

diaconal formation and they remain a focus during a process of formation that lasts for the rest of their lives.

Diaconate Information Sheet

1/3/2010

Page 3 of 5

PHASES OF DISCERNMENT AND FORMATION ON THE JOURNEY TO ORDINATION

The process of discerning God's call for one to enter into diaconate formation should begin long before a pastor requests an application from the Diocesan Office for the Permanent Diaconate and it

should involve the individual, the family, the parish, and the pastor. The following outlines the inquiry phase of discernment that takes place along this journey. Throughout this phase the overall

areas of discernment (dimensions of our lives) outlined above should be the focus of discernment and growth.

INQUIRY PHASE – PATH TO ASPIRANCY

The inquiry phase begins with an individual who feels that God is calling him to a lifelong commitment as an ordained deacon.

For the Inquirer: Self-Discovery and Discernment - The first step is to prayerfully examine your call and desire to enter diaconate formation in light of the objective criteria for the selection of

men outlined in the *National Directory for the Formation, Ministry and Life of Permanent Deacons*

in the United States. The document identifies that the behavioral patterns of one interested in diaconate ordination should include such things as: a natural inclination of service to the Christian community and to all in need; psychological integrity; a capacity for dialogue, which implies a sense of docility and openness; the ability to share one's faith yet listen respectfully to

DIOCESE OF ORLANDO

Discernment and Process for Applying to be Considered for Permanent Diaconate Formation

other points of view; the capacity to listen carefully and without prejudices—respecting people in the context of their religion, race, gender, ethnicity, and culture; good communication skills; a sense of responsibility that includes the fulfilling of one's word and completing one's work; selfdirected and collaborative accountability; balanced and prudent judgment; generosity in service; and the ability to lead, motivate, facilitate, and animate others into appropriate action and service.

The *National Directory* further identifies the spiritual and evangelical qualities as including: sound faith; good Christian reputation; active involvement in the Church's apostolate; personal integrity, maturity, and holiness; regular participation in the Church's sacramental life; evidence of recognized, ongoing commitment to the Church's life and service; participation in faith enrichment opportunities (e.g., retreats, days of recollection, adult education programming); a positive and stable marriage, if married, or a mature celibate state of life, if single; active membership in a Christian community; capacity for obedience and fraternal communion; and a deep spirituality and prayer life.

These behavioral and spiritual patterns of our life are foundational and, as an applicant, you should be prayerfully considered by the potential applicant and discussed with his family and friends. The wife, family and our closest friends have the ability to recognize our character which must be founded on these human and spiritual qualities.

Discernment by the Pastor and Parish Community – If the potential applicant feels the strong call to the ministry and vocation of the diaconate and believes that they possess the human and spiritual qualities he should discuss this vocation with his Pastor/Rector. The Pastor/Rector should have meetings with you over a period of time, to explore this perceived calling. Note particularly how it relates to his current ministry in the world. The Pastor/Rector should help the

DIOCESE OF ORLANDO

Discernment and Process for Applying to be Considered for Permanent Diaconate Formation

individual through a prayerful discernment of the call to diaconate focused on the character of the deacon and the reason the individual feels called. The pastor is the only gateway into the application process. Under no circumstances will an application packet be sent to anyone other than the Pastor/Rector. From his discussion and prayerful discernment the Pastor/Rector will

Diaconate Information Sheet

1/3/2010

Page 4 of 5

decide whether or not he feels that the inquirer is called and will recommend that you attend an **information night** and continue on with the application process.

Information Night - As part of the inquiry phase the individual and his wife, with the concurrence of his pastor, must attend an information night conducted by the Diocese of Orlando in

the spring of the even numbered years. The information nights are where the characteristics of a deacon are outlined along with the foundational requirements. These information nights also provide a means for discussion and the ability to respond to specific or unique questions.

Application Preparation and Submittal - Following the information night, if the pastor, the individual, and his wife feel there is a calling to the diaconate, the pastor must request an application from the diaconate office which must be completed and submitted to the diaconate office for evaluation and discernment. Applications must be received by May 15 of the even year where applicants are considered.

The application itself will include the following:

- A completed application
- The original annotated baptismal certificate with ALL NOTATIONS on the back

including First Eucharist, Confirmation, and, Marriage must be submitted.

DIOCESE OF ORLANDO

Discernment and Process for Applying to be Considered for Permanent Diaconate Formation

- Marriage Certificate and license if appropriate
- Certificate of annulment if appropriate
- The inquirer will submit a detailed spiritual autobiographical essay with a chronological listing of major life events and spiritual discipline. It must include:
 1. A discussion of your spiritual journey through life
 2. Sacramental history and comments
 3. History of ministry and ministry activities
 4. Liturgical activity
 5. Social service activity
 6. Your personal history (anything you think will be helpful)
 7. Articulate what you believe is your call to the diaconate
- Letter of support from your pastor
- Application and spiritual autobiographical essay from your spouse
- Three letters of recommendation
- A picture of the applicant and his wife (if married)

Interview with the applicant and his wife (if married) – An interview is conducted by the Diocese of Orlando Permanent Diaconate Director and the Formation Director to get to know the applicant and his wife and to determine the attitudes about the Church, pastoral care and the program requirements.

Deacon Perceiver - This is a structured interview for the applicant only (not the wife). It is a series of verbal questions that are asked of the applicant and the responses are evaluated and scored using a standard set of criteria by two deacons who are conducting the interview. There is no right

DIOCESE OF ORLANDO

Discernment and Process for Applying to be Considered for Permanent Diaconate Formation

or wrong answers to the questions being asked. The applicant is asked to answer the questions based on their feelings.

Diaconal Discernment Board - applicant and his wife (if married) – A board comprised of deacons, wives of deacons and a priest are called together to review the information presented in

Diaconate Information Sheet

1/3/2010

Page 5 of 5

previous interviews, the application itself as well as the deacon perceiver. The applicant and his wife are asked to come before the board who will ask questions that will help in discerning the human and spiritual foundations that may form the basis for being accepted into diaconal formation.

Decision to enter into formation as an aspirant – The recommendation from the discernment board is then assembled with the results of the previous interviews, the deacon perceiver, and the application with a recommendation to the Bishop for final selection to enter into diaconal formation

as an aspirant. The results of this decision are presented to the applicant in a meeting with the pastor. Acceptance into diaconal formation is a conditional acceptance for a minimum of one year to assess the ability of the individual to be prepared for the following four years of formation that may lead to ordination to the order of deacon. The remaining phases of formation (Phase III through V) are also briefly described below to provide an overall view of diaconate formation.

Phase II – Aspirant Phase

The Second phase of the discernment/formation process is the Aspirant Path. If the inquirer is admitted to the aspirant path, which will last at least one year, he enters a structured period of discernment, study, and spiritual direction. The Aspirant phase is primarily a time to discern the readiness of the participant to be nominated for acceptance as a candidate for diaconate formation. The

DIOCESE OF ORLANDO

Discernment and Process for Applying to be Considered for Permanent Diaconate Formation

aspirant phase focuses on the four dimensions of the life of a deacon (human, spiritual, academic and

pastoral) which were previously identified as overall areas of discernment. The applicant and his wife

will be asked to 1) regularly be involved with a spiritual director; 2) have a deacon mentor who will

meet with the couple once a month to help process the formation that is being presented and discuss the

aspirants interface into parish life and community service, 3) be involved in specific St. Leo University

classes focusing on the diaconate and spirituality. At the completion of the aspirant year a discernment

review board will meet with the aspirant and his pastor to discuss where he stands on being accepted as

a candidate to continue on with formation.

Phase III – Candidacy Phase

The Third phase of the formation process is the "Candidacy phase" which includes an

authentication of the individual's vocation, academic, and service preparation. This Candidacy Path

is marked by the scrutinies required before installation into the ministry of Lector and Acolyte.

This three year phase is characterized by classes taught by St. Leo University, formal training as a

Minister to the Sick and Bereavement Minister, and other formation activities, seminars and retreats.

Phase IV – Sacramental Phase

The fifth year is a final preparation year during which time sacramental and liturgical preparation

(liturgy practica) takes place. This phase is characterized classes, ongoing seminars and other

formation activities that relate to the practical work of a deacon.

Phase V – Post Ordination Phase

DIOCESE OF ORLANDO

Discernment and Process for Applying to be Considered for Permanent Diaconate Formation

The final, but continuing, path of the diaconate formation process occurs in the Post Ordination Phase. Ongoing formation is mandatory and should provide the deacon with many opportunities to continue to develop and integrate the dimensions and perspectives of formation into his life and ministry. Each ordained deacon is required to participate in 30 hours of formation each year.