

Archdiocese of Galveston-Houston  
**PARISH MINISTRY AGREEMENT**  
**For Retired Deacons**  
To be completed annually

Deacon's: Name \_\_\_\_\_ Work Phone \_\_\_\_\_ E-mail \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_ Home Phone \_\_\_\_\_  
Pastor's Name \_\_\_\_\_ Parish \_\_\_\_\_

As a retired permanent deacon, you will retain your archdiocesan faculties but you will not have a canonical appointment to a parish or institution. You may function as a deacon in a parish or institution with the approval of the pastor or priest in charge; however, your ministry should not exceed the limitations of health and family responsibility. **To witness marriages validly and for the baptism of children (before age 7) you must obtain a specific delegation for each wedding and baptism Liturgy.**

**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. Ministers in the following:  
OCIA: \_\_\_\_\_  
Adult Formation/Education: \_\_\_\_\_  
Religious education and/or youth ministry: \_\_\_\_\_  
Marriage preparation: \_\_\_\_\_  
Baptismal preparation: \_\_\_\_\_  
Confirmation preparation: \_\_\_\_\_  
Ecumenical functions: \_\_\_\_\_  
Conducting retreats, renewal programs: \_\_\_\_\_  
Other Catechetical Ministry: \_\_\_\_\_

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

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

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

**This agreement should be reviewed annually.** All deacons must fulfill all requirements of the Office of Child and Youth Protection. You must attend all required **CMGConnect Safe Haven** renewal training or online training. Any compensation from parish funds for diaconal activities would need the prior approval of the pastor.

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

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

\_\_\_\_\_  
Signature of Deacon’s Wife

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