

## THE BOARD OF DEACONS

The Board of Deacons is primarily a ministry of compassion and care for the congregation. The Deacons are organized into ministry teams, with each deacon being assigned to at least one ministry team.

### Responsibilities and Duties:

1. Attend the meetings of the Board of Deacons each month and the yearly Deacon retreat, usually scheduled in June.
2. Actively serve with your ministry team.
3. Regularly contact assigned congregational members and keep the Board aware of your contacts.
4. Assist with other deacon activities as available.
5. Set an example for the congregation by attending worship regularly, deepening your faith through individual and corporate study of scripture and faith issues, growing in prayer and devotional life, giving generously of your resources, witnessing to your faith in your daily life.
6. Keep the pastors informed of needs of which you become aware.

### Ministry Teams:

1. **Homebound and Long-term Illness Care** – Deacons visit and support members that can no longer be in worship to continue to feel a part of the church community. This includes delivering communion to homebound members. The Deacons also offer assistance to Caregivers of homebound or members with long-term illnesses.
2. **Food Ministry** – Deacons provide food for the temporary needs of congregation members, such as after a birth, surgery, or death in the family.
3. **Receptions following Memorial Services** – Deacons provide set-up, staffing, and clean-up for receptions following memorial services that occur at UPC.
4. **Transportation** – The Deacons work to meet the transportation needs of church members that are without other means of transportation.
5. **Card Ministry** – The Deacons send birthday cards and ½ birthday cards to homebound members on behalf of the congregation and also send get-well, sympathy, encouragement, and other cards to congregational members.
6. **Prayer Ministry** – The Deacons are committed to developing ways in which the congregation can participate in prayer as a community of faith. This includes assisting the Pastoral staff with the weekly list of prayer concerns and producing an Advent Booklet each fall.

**Accountability:** The Board of Deacons is accountable to the Session. One member of the Board of Deacons will attend each Session meeting and report on the current activities of the Deacons.

### Membership:

1. The Board of Deacons is made up of nineteen members, six in each of three classes, serving a three year term. One deacon under the age of 25 can be elected yearly to serve a one-year term.
2. A Moderator and Moderator-elect are elected by the Nominating Ministry Team.

3. The Associate Pastor for Youth and Family Ministry supports the Board of Deacons as a staff resource.

**Meetings:** The Board of Deacons meets monthly, usually the first Wednesday of each month at 7pm.

**Funding:** The Board of Deacons shall present its annual budget to the Session prior to the compilation of the congregational budget by the Session. Budget items include:

1. Deacon training and education
2. Congregational Fellowship
3. Advent Booklet

**Church Officer Training:** All officers are expected to attend training prior to their installation and continue training each year while holding office. (Deacon training include communion training, and reviewing in detail each of the ministry areas)