

Church

Job Description

Job Title: Deacon

Reports To: Pastor

Position Status: Full-Time

Qualifications:

The office of deacon is one of ministry and service to Jesus Christ through His church. This is not an office or position given to someone to honor him. To be eligible for this respected position, a deacon must have been a member of this church at least one year, be a male over 25 years of age, and must seek to consistently meet the following qualifications:

1. He is **full of the Holy Spirit** (Acts 6:3,5) - Such men are spiritually minded and submissive to God's leadership.
2. He is **full of wisdom** (Acts 6:3) - Such men have spiritual knowledge and understanding that provide sound direction for the ministry of the church.
3. He is also **full of faith** (Acts 6:5) - Spiritual men walk by faith and not by sight because they know and trust the God of the Word and believe in the Word of God.
4. He has a **good reputation** (Acts 6:3) - Such a man demonstrates integrity and honesty to others. He has a believable Christian life.
5. This man should be **grave or dignified and worthy of respect** (1 Tim. 3:8) - Such a man faces life seriously and there is a certain stateliness about him that commands respect.
6. He is a man who is **not double-tongued**, but is sincere in his speech (1 Tim. 3:8) - Such a man should speak with verbal honesty and integrity, not saying one thing to one person and something else to another.
7. This man **abstains from the use of addictive drugs for other than medicinal purposes, and from the sale and use of alcoholic beverages** (1 Tim. 3:8) He realizes the importance of his Christian influence and is willing to limit his liberty for the sake of others.
8. He is **not a greedy person** (1 Tim. 3:8) - Such a man is free from the love of money and other earthly possessions.
9. This man has a **deep Biblical commitment** (1 Tim. 3:9) - This man holds to the truths of the Christian faith with a clear conscience. He is not easily swayed from the truth because he strives to live what he knows.
10. He must first be **tested and proven** (1 Tim. 3:10) - This man must have proven over time that he is faithful and that his walk is credible.

11. He must also be **beyond reproach and blameless** (1 Tim. 3:10) - Such a man must display a lifestyle free from continual patterns of Scriptural disobedience. There should be nothing in his life for which he could be accused and thus disqualified.
12. This **man's wife** should be a woman worthy of respect, not a malicious gossip, but temperate and faithful in everything. (1Tim3:10) - The spouse should be devoted to God and yielded to the Holy Spirit.
13. He should be the **husband of one wife** (1 Tim. 3:12) - This man should have never been divorced. He should be devoted and faithful to his wife.
14. He must **manage his children and his household well** (1 Tim. 3:12) - Such a man should demonstrate leadership in his home life. He should have a well-ordered family life, and well-behaved children (still under his authority).
15. He must **recognize God-given spiritual leadership** that is incumbent upon the office of a pastor and seek to submit to his leadership (Heb. 13:7, 17).
16. He shall **practice "storehouse tithing"** of his family income (Mal. 3:10).
17. He should **do all he can to create and preserve unity and harmony in the church** (Eph. 4:1-3).

Key Responsibilities and Duties:

1. Participate regularly in a church group, either as a worker or a member.
2. Attend worship services and night activities, unless providentially hindered.
3. Actively serve in some ministry in the life of the church.
4. Be supportive of the overall ministry of the church.
5. Participate in all scheduled Deacon Body activities, unless providentially hindered.
6. Be available to minister when called upon by Pastor.
7. Practice personal evangelism of the lost as opportunities arise.
8. Attend beneficial training sessions as available, unless providentially hindered.
9. Pray for and be supported of the Pastor, Pastoral Staff, and Deacon Body Leadership.

I have read and understand the duties of a Deacon as outlined above, and, if affirmed by the church, will perform them to the best of my abilities.

Employee

Date

Revised: _____