### OLD HABOUR BAY CIRCUIT OF BAPTIST CHURCHES

### DEACON FOR THE MONTH ROSTERS RE OCTOBER 2017-SEPTEMBER 2018 PLUS

## OLD HARBOUR BAPTIST CHURCH (OHBC)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| MONTH | YEAR | TEAM LEADER FOR MONTH | ASSISTANT TEAM LEADER | TSC\* |
| OCTOBER  NOVEMBER  DECEMBER  JANUARY  FEBRUARY  MARCH  APRIL  MAY  JUNE  JULY  AUGUST  SEPTEMBER | 2017  2017  2017  2018  2018  2018  2018  2018  2018  2018  2018  2018 | Ureal Smith  Beverly Y. Thompson  Kerriel Francis-Johnson  Blondette Wright  Patrick Dorman  Stanford Samuels  Ronald Steele  Copeland Nevers  Khaateem Ricketts  Patricia Lawes  Carol Thompson  Beverley Ingram | Carol Thompson  Copeland Nevers  Gillespie Latty  Patricia Lawes  Ronald Steele  Beverley Ingram  Khaateem Rickets  Blondette Wright  Ureal Smith  Stanford Samuels  Kerriel Francis-Johnson  Beverley Y. Thompson | Team 1  Team 2  Team 1  Team 2  Team 1  Team 2  Team 1  Team 2  Team 1  Team 2  Team 1  Team 2 |

## \*TSC = Team Serving Communion

**COMMUNION TEAM 1 COMMUNION TEAM 2**

Ureal Smith Copeland Nevers

Carol Thompson Beverly Y. Thompson

Kerriel Francis-Johnson Patricia Lawes

Patrick Dorman Blondette Wright

Ronald Steele Stanford Samuels

Khaateem Ricketts Beverley Ingram

Lucille Wallace Kerrian Smith-Ranger

Gillespie Latty Carmen Esty (emeritus)

## OLD HARBOUR BAY BAPTIST CHURCH (OHBBC)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| MONTH | YEAR | TEAM LEADER FOR MONTH | ASSISTANT TEAM LEADER | TSC\* |
| OCTOBER  NOVEMBER  DECEMBER  JANUARY  FEBRUARY  MARCH  APRIL  MAY  JUNE  JULY  AUGUST  SEPTEMBER | 2017  2017  2017  2018  2018  2018  2018  2018  2018  2018  2018  2018 | Jacqueline Powell  Joseph Pinnock, Sr  Beverly Myers  Arlington Bloomfield  Mavis McDonald  Michael Clarke  Alexander Lee  Murelda Folkes  Joseph Pinnock, Jr.  Myrtis Stephens  Myrtle Miller  Claudia Gordon | Alexander Lee  Murelda Folkes  Myrtle Miller  Myrtis Stephens  Beverley Myers  Claudia Gordon  Joseph Pinnock, Jr.  Michael Clarke  Jacqueline Powell  Joseph Pinnock, Sr.  Mavis McDonald  Arlington Bloomfield | Team 1  Team 2  Team 1  Team 2  Team 1  Team 2  Team 1  Team 2  Team 1  Team 2  Team 1  Team 2 |

**COMMUNION TEAM 1 COMMUNION TEAM 2**

Jacqueline Powell. Joseph Pinnock, Sr.

Beverley Myers Arlington Bloomfield

Mavis McDonald Michael Clarke

Alexander Lee Murelda Folkes

Joseph Pinnock, Jr Myrtis Stephens

Myrtle Miller Antoinette Harrison

Jahavid Johnson Claudia Gordon

## Patrick Samuels (on sabbatical break) Caren Mills (resigned)

## Lillian Golding (emeritus) Emanuel Gordon (emeritus)

## HARTLAND BAPTIST CHURCH (HBC)

|  |  |  |  |
| --- | --- | --- | --- |
| MONTH | YEAR | TEAM LEADER FOR MONTH | ASSISTANT TEAM LEADER |
| OCTOBER  NOVEMBER  DECEMBER  JANUARY  FEBRUARY  MARCH  APRIL  MAY  JUNE  JULY  AUGUST  SEPTEMBER | 2017  2017  2017  2018  2018  2018  2018  2018  2018  2018  2018  2018 | Veronica Ellis  Nolette Ellis  Veronica Ellis  Nolette Ellis  Veronica Ellis  Nolette Ellis  Veronica Ellis  Nolette Ellis  Veronica Ellis  Nolette Ellis  Veronica Ellis  Nolette Ellis | Nolette Ellis  Veronica Ellis  Nolette Ellis  Veronica Ellis  Nolette Ellis  Veronica Ellis  Nolette Ellis  Veronica Ellis  Nolette Ellis  Veronica Ellis  Nolette Ellis  Veronica Ellis |

### OLD HABOUR BAY CIRCUIT OF BAPTIST CHURCHES

### DEACONS GENERAL AND SPECIFIC EXPECTATIONS AND DUTIES

## Specific Expectation for the Month

1. Ensure the prompt start of worship services
2. Conduct bible study when required and ensure replacement if preacher or worship leader is unavailable
3. Call scheduled meeting to order if pastor is late or absent
4. Seek the convening of a meeting through the secretariat if and when deemed necessary, if pastor is unavailable, or if matter to be considered is related to pastor and his/her absence is deemed desirable
5. Offer Prayer of Confession and Thanksgiving during communion aspect of liturgy
6. Give general assistance to pastor on request
7. Be leader of your communion serving group
8. Arrange for homebound and sick persons to be served communion
9. Sit with preacher and worship leader for each Sunday Morning Service, and/or be on the alert to exercise wisdom to ensure order, where the reality of disorder exists or is perceived

**General Expectations of All Deacons Including Deacons in Training**

1. To carry out general responsibility and specific duties as stated in Ministry Responsibilities Book
2. To effectively execute duties as expected when slated as deacon in charge ( i/c) for a particular month
3. To effectively carry out any other specially assigned duties
4. To attend all training sessions planned
5. To attend all meetings planned for deacons, officers, church council members, and church members

Ministry of the Diaconate (Re Ministry Responsibility Book )

GENERAL RESPONSIBILITIES

To assist the Pastor in caring for the members of the Church and in administering the affairs of the Church

SPECIFIC DUTIES

* To provide a noble example of Christian living, including good church membership
* To help each member of the Church recognize himself/herself as a vital member of the Church family, who accepts and fulfils consistently the responsibilities of Christian living and of Church membership
* To care for members:
  1. Visiting the sick and shut in and administering the Lord’s Supper to them;
  2. Counseling and encouraging the weak, the failing and the backsliders; and
  3. Administer discipline
* To assist in the administration of the Church’s affairs including: being in charge of a ministry, and; attendance at and participation in all Deacons, Officers, Church Council and Members Meetings
* To offer needed guidance or/and assistance to group leaders and the members of each group
* To serve at the communion table in accordance with roster
* To maintain a keen interest in the minister’s welfare

**Selection Process for Deacons Ratified at United Council Meeting – October 08, 2010**

1. Deacons at a duly constituted meeting with pastor nominate person (s)
2. Person (s) is/are presented to duly constituted Church Council Meeting for acceptance through a more than fifty percent (50%) majority of the total number of persons on the council.
3. Person (s) is/are presented to duly constituted Members’ Meeting with more than twenty-five percent (25%) of the total active membership in attendance and should receive a more than fifty percent (50%) of the total votes of those in attendance.
4. Person(s) accepted at this Members’ Meeting will be designated as “Deacon in Training” for at least a year. During this year all training sessions organized and/or done by pastor should be attended and person(s) evaluated before commissioned, normally to be done at the Circuit’s Annual United Communion Service.
5. Each deacon should be subjected to stages two (2) and three (3) after every two (2) years.

**October 2015 Amendment Related to the Office of a Deacon (OHBC & OHBBC)**

1. No deacon should be in charge of the said ministry for more than two consecutive terms or four years. This means, for example, that any deacon in charge of any ministry for October 2015 to September 2019 will not be allowed to be in charge of the same ministry beyond said October 2019. Said deacon, however will again be allowed to serve said ministry after at least a two-year break, as may be decided by the membership.
2. Rather than each deacon, number 5 above will only apply to those in the **“0 – 19 = Very Poor (Office as Deacon to be immediately reconsidered)”** category of Evaluation Tool for Deacons that is to be utilized at the end of every two-year term.