

## Board of Deacons at Highland Presbyterian Church

A ministry of Sympathy, Witness and Service: Our Board of Deacons provides an assertive ministry of sympathy, service, witness and prayer following the example of Jesus Christ. To do this, we respond to individual needs, joys and concerns, and seek to strengthen the bond of Christian community at Highland.

Number of Highland Members serving as Deacons: 18

Time Commitment for serving as a Deacon: Monthly meetings on the 3rd Tuesday of the month and approximately 4-8 hours/month of work,

### Individual Tasks:

1. **Spiritual Growth** Each Deacon prepares a devotion and prayer one time a year for the beginning of the Deacon meeting to inspire our growth so that we may nurture others.
2. **Memorial Flowers** All Deacons deliver poinsettias at Christmas and tulips at Easter to the homebound and bereaved and help decorate the church.
3. **Village Connection** Each Deacon is assigned a list of seniors age 85 and older at Highland Presbyterian Church to contact. Each Deacon will have people to contact either by a card, phone call or visit every 1-2 month throughout the year.
4. **Deacon Ministries** Each Deacon is asked to serve in 1 or 2 of the Deacon Ministries of their choice (see below for the list of Deacon Ministries)
5. **Chancel Flowers**, the Deacons arrange and deliver bouquets from the Chancel Flowers to members in spiritual need (approximately 6 times/ Deacon year)

### Deacon Ministries

**Deacon Village Connection**- Coordinate the list of Highland members 85 years and older to distribute to the Deacons. Each month this Ministry updates any newfound information (Such as the person moved, deceased or is no longer able to communicate.)

**Comfort Meals** - Arrange for a delivery of meals to those church members needing some support. The Deacon working in the Ministry of Comfort meal will contact other Deacons to assist in providing Comfort meals.

**Prayer Shawls** - Contact knitters, maintain inventory of prayer shawls for the homebound and sick, coordinate delivery of shawls to members going through a difficult transition or illness.

**Memorial Flowers** - Contact florists/prepare flowers for Deacon delivery to the homebound and bereaved at Christmas and Easter. Arrange for Deacons to sell the flowers several Sundays in advance of the delivery.

**"Upper Room"** – Order the Upper room pamphlets and place throughout the Narthex

**Spiritual Growth Leader** - Maintain the sign-up for the monthly devotion and remind the Deacon who is responsible. Work with the moderator to prepare for and invite speakers to offer spiritual growth and training.

**Prayer chain**- Ensure that the Deacons remain connected monthly with the work of the confidential Prayer Chain actions.

Chancel Flowers - Coordinate flowers for Sunday services; Create a chart for member sign-up, manage supplies and set the schedule for Deacons to deliver flowers weekly to specific members.

### Structure

- The Board is composed of 18 Highland Presbyterian Church members. Each member serves a term of 3 years. A member can serve up to 2 consecutive terms.
- A group of 6 members is nominated yearly by the HPC Nominating Committee, voted on by the congregation, examined by church leaders, ordained and accepted by HPC.
- The Board of Deacons is governed by a moderator, a vice-moderator/budget coordinator, and a secretary. The members in these positions can change yearly.