

# Deacon Training Program

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Instructor's Guide



Progressive Church of Our Lord Jesus Christ, Inc.  
600 Capps Hill Mine Road | Charlotte, NC 28216  
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# DEACON TRAINING

## CURRICULUM

YOUR APPOINTMENT TO BE A DEACON  
UNDERSTANDING YOUR WORK AS A DEACON  
DEACONS QUALIFICATIONS

PASTOR AND DEACON RELATIONSHIP  
ORGANIZATION OF THE DEACON BOARD  
DUTIES

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Jesus Christ Inc.

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**A TRAINING COURSE**

**(Online)**

**FOR DEACONS**

**SPONSORED**

**AND**

**ADMINISTERED**

**By**

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# DEACON TRAINING CURRICULUM

## The Office of the Deacon

### Introduction

A part of our church organizational structure is the office of the deacon. As a deacon, your church, and your pastor have chosen you to be their servant, and his helper. The job of a deacon demands that you be prepared to give yourself to the work of the kingdom of God. It is not to be seen as a place of prestige and glory, but a call to dedicated service to your church, and a loyal, faithful, dependable supporter of your pastor and his ministry.

The office and need for deacons came about because in the early church, there arose an incident that threatened a break in the fellowship and relationship in the church. In the 6th chapter of the book of Acts, the word deacon was not used, but it is generally agreed that the word soon evolved from the work assigned to the "seven".

When you do, remember you can be of genuine help to persons in grief in many ways. Your presence will show that you care. Do not be overly concerned about what you will say or do. Just being there is the first essential. Practice listening. Let your friend talk to you. Give your total attention.

## QUALIFICATIONS OF A DEACON

### I Timothy 3:1-13

The qualifications for a deacon should never be lowered in choosing a man to be a deacon. The qualifications are there for a reason, they have to do with his ability to do the job he is appointed to do.

- 1) Honest report (Acts 6:3) having a good reputation among those in the church, and those outside the church.
- 2) Full of the Holy Ghost (Acts 6:3) living a spirit led life.
- 3) Full of wisdom (Acts 6:3) the ability to discern right and wrong, the ability to make decisions as Christ would.
- 4) Full of faith (Acts 6:5) one who, believe, and live according to the word of God.
- 5) Grave (I Tim 3:8) having a serious and dignified demeanor. Having a great reverence for spiritual matters and one whose words carries weight.
- 6) Not double tongued (I Tim 3:8) one who speaks the truth at all times, regardless of the circumstances or cost.
- 7) Not give to wine (I Tim 3:8) one who is temperate at all times and in all things.
- 8) Not greedy of filthy lucre (I Tim 3:8) not a lover of money or material possessions.
- 9) Holding the mystery of the faith in a pure conscience (I Tim 3:9) one who understands and believe the faith without doubting.

When a man is found who have these qualifications, he should then be observed for a period of time, if it is found that he is found blameless, then he is ready for consideration as a candidate for ordination.

Before ordination, if he is married, the church must look at his wife, and his children, if he has any, and his personal affairs.

How does he take care of his personal business, and does he have his children under his control?



## THE DEACON:

I Tim 3:12-13

Let the deacon be the husband of one wife.... the wife he has now must be the only wife he has, if there was a previous marriage for either, the previous husband or wife must be deceased. He rules his children and his own house well.

They that have used the office of a deacon well purchase to themselves a good degree, and great boldness in the faith which is in Christ Jesus.

Special Note\*\*\*\*A man's wife, his children and his personal life can disqualify him from the office of deacon or the ministry.

### PASTOR AND DEACON RELATIONSHIP

The qualifications of the pastor and deacon are the same. It is important that the deacon understand that the sameness of qualification, does not mean the sameness of authority or responsibilities.

The pastor and the deacon work together as a team, with the pastor as the head of the team.

The church is blessed when they have a deacon/deacon board that works well the pastor. (Acts 6:7)

The deacon/deacon board does not run the church nor oversee the pastor. The deacon/deacon board oversees the natural and financial affairs of the church under the instructions and supervision, of the pastor. (Acts 6:1-3)

The deacon/deacon board must understand the responsibilities of your pastor. Have you considered the awesome responsibilities your pastor has in caring for and watching over the souls of the saints, and yours? (Every deacon should read 2nd Corinthians 11)

Have you placed yourself in his shoes? No, let me share with you these thoughts.

"Being a pastor is unlike any other task in life. It is being loved, and unloved, wanted, and unwanted, understood and misunderstood.





The deacon/deacon board would be the ideal group to sponsor or suggest an appreciation service for the pastor, or a vacation for him and his wife.

There should never be a struggle between the deacon/deacon board and the pastor. Whatever the deacon/deacon board does, is always under the authority of the pastor, and is done with the approval of the pastor.

### ORGANIZATION OF THE DEACON BOARD

Regardless of the number of deacons in a church, they should be organized to be effective in caring for the needs of the church.

### THE CHAIRMAN OF THE DEACON BOARD

The man appointed as chairman should have gained, and have the respect of all the deacons, he must be teachable and able to teach others.

He must have a close relationship with his pastor and have the respect of the church membership.

He is a man of integrity, a man dedicated to the church and the Lord Jesus Christ.

He is fair and honest.

He and the co-chairman assign the deacons to various duties around the church.

### CO-CHAIRMAN OF THE DEACON BOARD

The co-chairman carries on the duties of the chairman in his absence.

The deacons should be organized to meet the needs of the local church and carry out the assignments given by the pastor.

Each local church may not have all of the same needs. Because of its size, it may need only 1 or 2 deacons. The size and need of a church should determine the number of deacons needed, and then choose men who meet the qualifications.

Assignment of deacons should be done according to their ability to fulfill the assignment.



Try to keep advice to a minimum. A grieving person needs to ventilate emotions. It takes, hours of talking and sharing to clear away the overpowering grief. Resist the temptation to say, 'Don't cry,' or 'Now you must hold up' Somehow, we have assumed that people are not supposed to cry. If this were true, God would have not created tear ducts. Crying is a normal, healing act that helps wash away the grief that floods our being. It may be the shortest verse in the 'Bible, but it is, one, of the most comforting in the time of trouble--"Jesus wept" John 11:35). And do not forget to follow through. Follow through is just as essential to the grieving person. It takes time and physical- effort to work 'Through the- grief process. Keep going back after the initial visit. After the shock wears away is when you are really needed.

Your deacon ministry will take you to hospitals and home sickrooms. You will be far more effective if you will develop a few skills in visitation, so that your visit will be a blessing to the patient rather than a bad experience.

Ask your deacon chairman to consider scheduling some training sessions during regular deacon meetings. Your pastor or he might lead these training sessions.

#### THE DEACONS MAY, WITH THE PASTOR'S APPROVAL

- 1) Assist with communion
- 2) Conduct the worship services
- 3) Pray and read the scriptures
- 4) Assist with and performing of baptism
- 5) Receive the tithes and offerings, and see that the funds are properly accounted for
- 6) Serve as members of the finance committee
- 7) Assist the pastor in carrying on church business
- 8) Supervising and assisting in the maintenance of all church buildings and properties.

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## DEACONS SHOULD BE:

- 1) Faithful and dependable
- 2) A people person
- 3) A caring person
- 4) Faithful in church attendance and always on time
- 5) Faithful in his personal responsibilities to God and the church, in giving his tithes and offerings
- 6) Must be faithful in living and supporting the teachings of the church and its standards
- 7) Must believe and practice the 4-step test: Love, Confession, Forgiving, and Giving. And encourage others to do the same.
- 8) Must believe Hebrews 13:17 "obey them that have the rule over you and submit yourselves: for they watch for your soul" and encourage others to do the same.

Deacons should always portray a meek, quiet, should not display a sad countenance and have a prayerful spirit at all times.





View power point on teamwork

1. Understanding the pastor and his work
2. Pray with and for your pastor
3. Affirm your pastor
4. Support your pastor
5. Enjoy fellowship with your pastor

All of us need the emotional support that comes from somebody else. The pastor should find this support in his deacons.

There should never be any open conflict between the pastor and deacons. If there is any conflict, it should be resolved quickly and never reach the membership.

Deacons must adopt a team concept (I Corinthians 3:9) or we are laborers together "with" God.

Pastors and deacons are in a unique position to demonstrate to the church and the community at large and ideal relationship.

Pastor and Deacons Share Similar Qualifications

The qualifications for pastors and deacons are not set by man. God gave divine insight to Paul as he set forth qualities of spiritual life that both pastors and deacons are to possess. There is always grave danger lurking nearby when a church lowers the qualifications these Christian leaders. God realized the need for these men to be stalwarts in Christian faith and practice by establishing such high standards.

Note the similarity of the spiritual qualifications that are established for the pastor and for the deacon in 1 Timothy 3. These qualifications speak of the kind of person that both leaders "are" to be- They are to be spiritual men on a spiritual mission.





"It's someone saying, 'If it hadn't been for you.' It is walking across a lonely graveyard after a funeral and wondering about the old man you buried.

It is picking a man up out of the gutter when no one seems, to care and telling him God cares, that God loves him and sent Christ into the world to die for his sins.

"There is no joy comparable to that of being a pastor. The heartaches and sorrows at times overwhelm us as shepherds of God's people, but the joy of, serving, loving, and sharing with the people of God more than compensate for the hard and difficult hours."

Your pastor is a man just like you. He feels pain, and Frustration sometimes comes his way. He has great hopes and dreams—some of which are not realized. And he needs a friend at times.

He needs someone who will keep his confidences and share with him in moments of loneliness. He needs someone to share mutual dreams with and someone who will help him as a partner in pilgrimage! Your life will be enriched by becoming a friend of your pastor and a co-laborer with him.

Pray for your pastor.

Lift up your pastor in your daily prayers. Remember him while he is away. Ask that he experience spiritual power in his life and preaching. As you go about your daily work, breathe a silent prayer of thanksgiving for him and his ministry. Tell him occasionally how much he means to you.

Pastor.... once told how the deacons had provided an undergirding support for him. He had been leading some hospital visitation training sessions with his deacons. Soon afterwards he was taken to the hospital for emergency surgery. During his recuperation all of the deacons visited him at one time or another, but he remembered especially the visit of three of them.

"They didn't stay long," he said, "but they had obviously planned their visit. Affirm your pastor.

Let your motto be, "Let me say a good word for my pastor." You will be affirmed as you affirm and support your pastor. Your life will be deepened and blessed as you say a good word to and for your pastor.



A deacon is to be the husband of one wife, and to manage his children and family well. The deacon's wife is expected to demonstrate the same high standards as her husband (I Tim. 3:11-12). These biblical qualifications suggest four areas that can be used to determine who is qualified to serve as a deacon.

These four areas are the deacon's marriage, the deacon's wife, the deacon's parent-child relationship, and the deacon's family life.

Marriage — I Timothy 3:2, 12 — The deacon must be the husband of one wife.

- A. Doesn't have a living wife he is divorced from
- B. His wife does not have a living husband she is divorced or separated from
- C. He is not unequally yoked to an unbeliever II Corinthians 6:14
- D. His wife is not a member of the church.

### The Marriage Relationship

The marriage relationship provides an excellent opportunity for the deacon to be a servant model in the church. This is especially true since marriage is often used in the Old Testament as an illustration of the relationship of God and his people and in the New Testament of Christ's relationship with his church.

### THE DEACON'S WIFE - I Timothy 3:11

There is a saying, and it is true, "a deacon or preacher's wife can either, make or break him."

Deacons wives are expected to be of such conduct that they are "worthy of respect."

Deacons wives are expected to be of such conduct that they are "worthy of respect."

The deacon's wife must be:

1. Grave
2. Not slanderers
3. Sober
4. Faithful in all things

The deacon's wife must not be a gossip. Their wives must be servants who build people up, and not be slanders who spread false charges that damages reputations.

She must be one who governs and control her tongue. Things and church members that her husband has to work with and help, should not be talked about or shared with others. She should be a praying woman.

The wife of the deacon must be temperate or self-controlled, she is not a "loose" cannon, but she is "sober."

She is free from physical, mental, emotional, and spiritual excesses. She shows self-restraint. This quality contributes to stability in the home and church.

She must be faithful. She is reliable and trustworthy; she is loyal to God, her husband, her home, church, and other people.

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She is like the virtuous woman in Proverbs 31:23. "Her husband is known in the gates, when he sitteth among the elders of the land."

Everyone knows her husband have a good wife, because of the woman she is.

## THE DEACON PARENT-CHILD RELATIONSHIP

I Timothy 3:12 — Deacons are to manage their children well

Deacons will not be perfect parents, but church members facing the same struggles to be effective Christian parents, will look to their deacons to see how they relate to their children.

Deacons and preachers must remember, as fathers, they must also remember the word of God on child rearing, Proverbs 22:6 and related scriptures pertaining to parental responsibilities.

Ephesians 6:4, Proverbs 13:24, Proverbs 19:18, Proverbs 22:15, Proverbs 23:13, Deuteronomy 4:9

The children of preachers and deacons grow up and live with a lot of pressure, pressure in the home, church and from peers, because of who their father is.

They grow up living in a glass house, and at times the pressure may cause them to become resentful and rebellious. We must with godly wisdom help them through those difficult times.

Be careful not to provoke them to anger, but bring them up in the "nurture and admonition of the Lord."

RULING HIS HOME — I Timothy 3:12

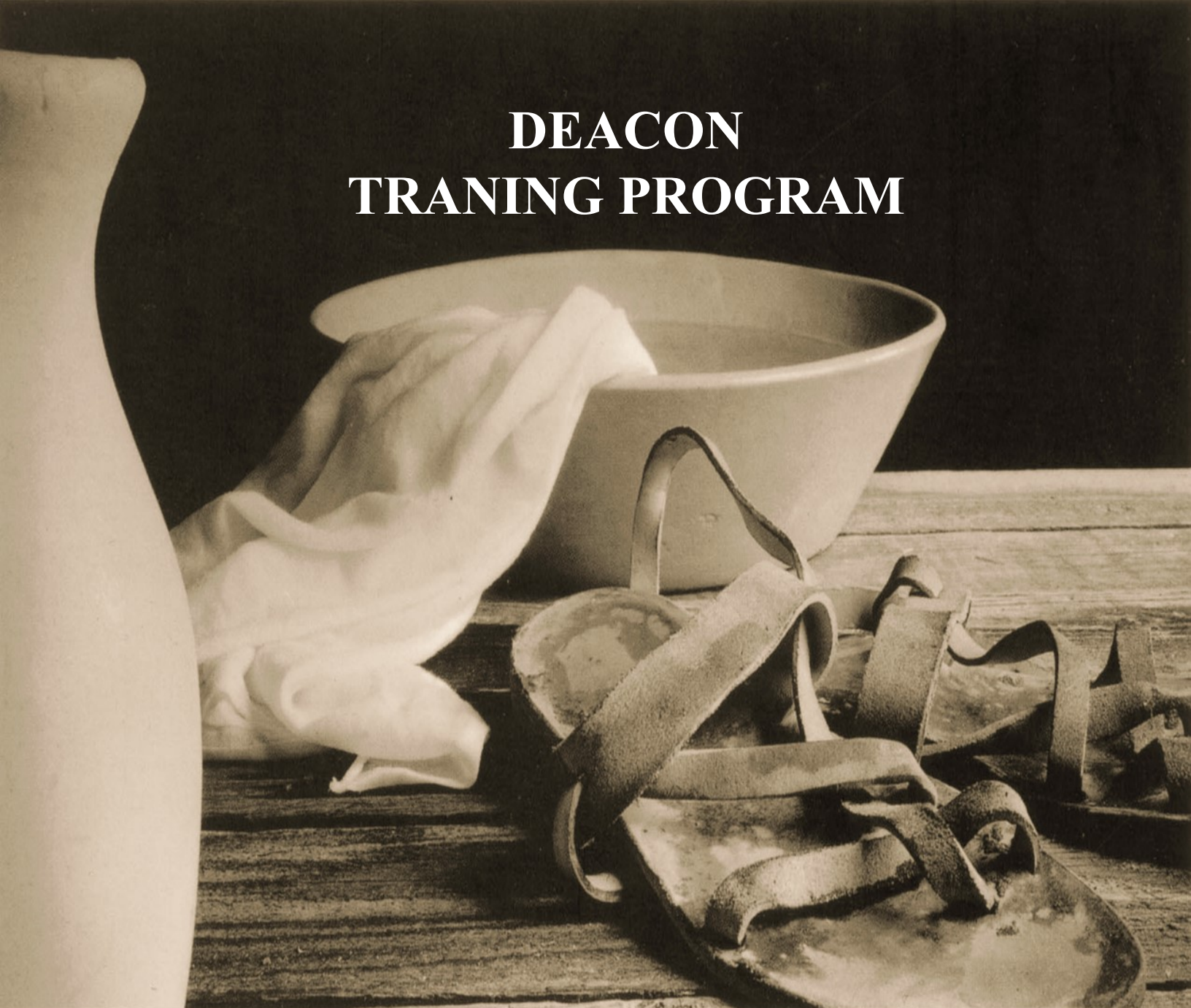
As a deacon, a man must rule (manage), his home well. The natural things of life pertaining to the home and family provisions must be manage well by the deacon.







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