



Leadership and Life
Development

Florida Baptist
Convention

1230 Hendricks Ave
Jacksonville, FL
32207

800.226.8584,
Extension 3070
rsaint@flbaptist.org

Rick Wheeler,
Director

Roy Lee Saint,
Associate Director

Lewis Miller,
Associate Director

A Cooperative Program
Ministry of the Florida
Baptist Convention



DEACON SELECTION PROCESS

1. Nominations are received from church members using forms printed in the Sunday morning bulletin and also distributed through the Sunday morning Bible Fellowship classes.
2. All nominations are collected and sent to the Pastoral Staff for review. Approved names are returned to the Deacon Nominating Committee.
3. The committee contacts each nominee either by phone or in person to determine if he has the interest or desire to continue the selection process.
4. Each nominee who desires to continue the process is mailed materials for review and completion:
 - * Cover Letter
 - * Deacon Questionnaire
 - * Deacon Qualifications
 - * Deacon Job Description
 - * Deacon Doctrinal Statement
5. Meetings are scheduled with all nominees (usually on Sunday afternoon) for the purpose of overview and private interviews. An overview of deacon qualifications and job description is handled in a larger group. Next, individual, private interviews take place to review the candidate questionnaire, doctrinal statement, and other areas.
6. The Nominating Committee meets and reviews all candidates for final approval.
7. Each candidate is notified of his acceptance or rejection by the Nominating Committee.
8. To Church body for vote and approval (date).
9. Ordination or Installation (date).

DEACON SELECTION PROCESS

Nomination for Deacon
(Use One Form Per Nominee)

As a member of _____, I am led of God to nominate:

Please Print: _____

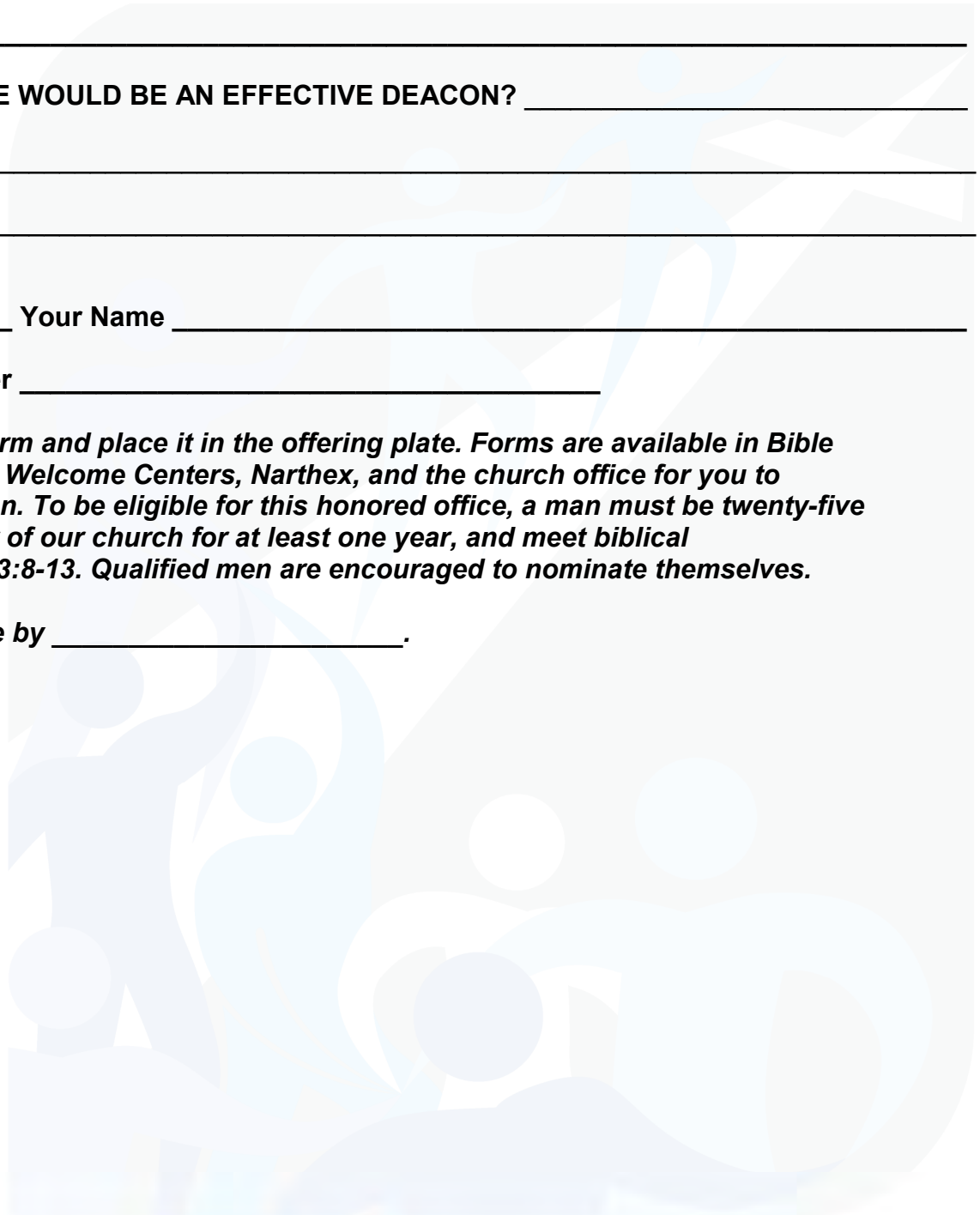
WHY DO YOU THINK HE WOULD BE AN EFFECTIVE DEACON? _____

Date _____ Your Name _____

Your Telephone Number _____

Please complete this form and place it in the offering plate. Forms are available in Bible Fellowship Groups, the Welcome Centers, Narthex, and the church office for you to nominate additional men. To be eligible for this honored office, a man must be twenty-five years of age, a member of our church for at least one year, and meet biblical standards of I Timothy 3:8-13. Qualified men are encouraged to nominate themselves.

All nominations are due by _____.



DEACON SELECTION PROCESS

Dear Brother in Christ:

You have been nominated, and have expressed an interest, to serve as an active deacon. The following materials are enclosed:

Deacon Qualifications (*please read carefully*)
Deacon Questionnaire (*please complete*)
Deacon Job Description (*please read and sign*)
Deacon Doctrinal Statement (*please read and sign*)
Our Covenants (*please read and sign*)

The office of deacon is a spiritual ministry and should not be entered into lightly. We request that you review these materials carefully as you consider this opportunity for service. Please evaluate yourself honestly, objectively, and above all, prayerfully.

A member of the Nominating Committee will contact you within 7-10 days to explain the next step in this important process.

You may have previously served as an active deacon at FBC/Orlando, however, we respectfully ask you to complete the material requested since some information may have changed since you last served.

Sincerely,

Joe LaBash
Chairman
Deacon Nominating Committee

Jimmy Knott
Staff Director

JK/gw
Enclosures

DEACON SELECTION PROCESS

POTENTIAL DEACON QUESTIONNAIRE

Name: _____

Address: _____

Home Phone: _____ Work Phone: _____

Date of Birth: _____ Place of Birth: _____

PERSONAL BACKGROUND

1. Are you presently: Single _____ Married _____ Widowed _____ Divorced _____ Separated _____

2. Have you ever been divorced? If yes, explain: _____

3. If married - wife's name: _____

4. Has wife ever been previously married? If yes, please explain: _____

5. Name and ages of children:

6. Do you and your wife attend church regularly together? _____

DEACON SELECTION PROCESS

SPIRITUAL BEGINNINGS:

7. When did you become a Christian? _____

8. Give a brief testimony of when and how you came to know Jesus Christ as your personal Lord and Savior (use separate page if necessary):

9. Were you baptized after salvation by immersion? _____

When/Where? _____

PERSONAL WALK:

10. Do you have a regular quiet time of Bible study and prayer? Briefly explain.

11. Do you know what your spiritual gifts are? Please list.

12. If someone asked you how to become a Christian, would you and could you help them? _____

13. What are your greatest weaknesses in your Christian walk?

DEACON SELECTION PROCESS

COMMUNITY INVOLVEMENT:

14. Are you a member of any civic organization or club? (ex. Rotary, Jaycee, Mason's, etc.)

AFFILIATION WITH OUR CHURCH:

15. How long have you been a member of our church? _____

16. Why did you decide to become a member of this church?

17. Please check any ministries that you have been involved in since becoming a member of our fellowship:

- | | | |
|---|--|--|
| <input type="checkbox"/> Department Director | <input type="checkbox"/> Discipleship | <input type="checkbox"/> Prayer Ministry |
| <input type="checkbox"/> Bible teacher | <input type="checkbox"/> Missions Ministry | <input type="checkbox"/> Choir |
| <input type="checkbox"/> Evangelism Explosion | <input type="checkbox"/> Yokefellow | <input type="checkbox"/> Drama |
| <input type="checkbox"/> Financial Counseling Other | _____ | |

17. Have you been previously ordained as a deacon or as a minister? If yes, explain

DEACON SELECTION PROCESS

THE DEACON MINISTRY

The office of deacon is one of ministry and service to Jesus Christ through His church. Any other understanding of this office does disservice to the New Testament record. 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:

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.

DEACON SELECTION PROCESS

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).

JOB DESCRIPTION:

1. Be actively involved in attending a Bible Fellowship Group, all worship services, and other aspects of church life.
2. Be actively serving in some ministry in the life of the church. 3. Be supportive of the overall ministry of the church.
4. Participate in all scheduled Deacon Body activities, unless providentially hindered.
5. Carry out Sunday responsibilities as assigned, i.e., Offertory Prayer, Prospect and Hospital Visitation, Prayer Room, Welcome Center Greeter, and First-time Visitors Parking.
6. Assist in administrating the Lord's Supper and participate in corporate worship as assigned.
7. Minister to assigned widows.
8. Visit assigned candidates to welcome them and answer questions.
9. Turn in monthly reports of ministry involvement.
10. Select a Yokefellow to serve and attend monthly meetings with him.

DEACON SELECTION PROCESS

11. Practice personal evangelism of the lost as opportunities arise.
12. Attend beneficial training sessions as available, unless providentially hindered.
13. Pray regularly for your pastor, staff and church.

Signature of Candidate

POSSIBLE AREAS OF MINISTRY:

- Bible Fellowship Group related (Department Director, Teacher, Outreach, Care Group Leader, etc.)
- Age Division Ministries (Preschool, Children, Students, Single Adult, Married Adults)
- Worship related (Usher, Choir, Ensembles, Drama, Orchestra, etc.)
- Evangelism and Missions
- Ordinances Support (Senior Adult Care, Decision Counseling, Maturity and Ministry)
- Miscellaneous (Benevolence, Financial Counseling, Prayer Ministry, Deaf Ministry, Discipleship, various committees, etc.)

DEACON SELECTION PROCESS

DEACON DOCTRINAL STATEMENT

1. Yes or No THE SCRIPTURES: I believe that the entire Bible, all 66 books of the combined Old and New Testaments are verbally inspired by God and are inerrant in the original writings. Through the providence of God, the Word of God has been protected and preserved and is the only infallible and authoritative rule of faith and practice (2 Timothy 3:16-17; 2 Peter 1:20-21).
2. Yes or No GOD: I believe that there is only one true, living sovereign, holy, and eternally existent God. He exists in three co-equal persons - Father, Son, and Holy Spirit each being a distinct person and with a distinct function, but all of one essence and all possessing the same nature, perfection, and attributes.
3. Yes or No JESUS CHRIST: I believe that Jesus Christ is God. He was conceived by the Holy Spirit, born of a virgin, lived a sinless life, performed many miracles, shed His blood on the cross as a vicarious substitute, was buried, bodily resurrected, ascended to the right hand of the Father, and will return literally, visibly, and personally in glory and power (John 1:1-3,14; Matthew 1:18-25; Philippians 2:5-9; Colossians 1:15; 1 Corinthians 15:1-8; Acts 1:11).
4. Yes or No HOLY SPIRIT: I believe that the Holy Spirit is God, co-equal and co-existent with the Father and the Son. He is the chief convictor of sin, the chief agent of regeneration and sanctification. The Holy Spirit indwells every believer and empowers every believer to live a godly life (John 14:16-19; 16:7-15; 1 Corinthians 6:19-20; Romans 8:9,11; Titus 3:5).
5. Yes or No MANKIND: I believe that in the beginning God created mankind in His image. Mankind was originally created with the ability to live perfectly for God's glory (Genesis 1:27,31).
6. Yes or No SIN: I believe that Adam, the first man, sinned by disobedience. This act resulted in the fall of all mankind, therefore, all people have sinned and lost their ability to live for the glory of God. Mankind's fall has incurred both physical and spiritual death on all until there is forgiveness and salvation by the grace of God. (Genesis 3:1-24; Romans 3:10-23; 5:12-21; 6:23).

DEACON SELECTION PROCESS

DEACON DOCTRINAL STATEMENT

Page 2

7. Yes or No **SALVATION**: I believe the salvation of lost and sinful mankind is a free gift of God's grace apart from human works, based solely upon Christ's vicarious and atoning death, effected by the regenerating work of the Holy Spirit and received only through faith in the person and finished work of Jesus Christ on the cross (Ephesians 2:8-9).
8. Yes or No **THE CHURCH**: I believe that the church is the body of Christ and the family of God. It is made up of saved and baptized believers who regularly join together on the Lord's day for worship, fellowship and ministry (Matthew 16:18; 1 Corinthians 12:12-14; Hebrews 10:25).
9. Yes or No **EVANGELISM**: I believe that it is the responsibility and privilege of every Christian to proclaim the good news of Jesus Christ and to seek to make growing disciples (Matthew 28:18-20; Acts 1:8).
10. Yes or No **THE HOME**: In addition to these important beliefs, I also believe that God has given the parents and the home the responsibility to bring up their children in the nurture and admonition of the Lord (Ephesians 6:4; Proverbs 22:6).

ANY COMMENTS?

Signature

Date

DEACON SELECTION PROCESS

OUR COVENANTS

1. MEMBERSHIP - *A commitment to believe in Christ and to belong to His family (Ephesians 2:19, Romans 12:4-5).*

- a. *I have committed my life to Jesus Christ as Savior and Lord.*
Date _____ Place _____
- b. *I have been baptized by immersion after committing my life to Christ.*
Date _____ Place _____
- c. *I have/will present myself as a Candidate for Membership. This can be done after a worship service or in the Membership Class.*
Date _____
- d. *I have completed "Deciding My Church Membership".*
Date _____
- e. *I commit to abide by the **First Family Membership Covenant**.*

2. MATURITY - *A commitment to the basic habits needed for spiritual growth (2 Peter 3:18).*

Realizing that my Lord and Savior Jesus Christ wants me to grow and mature as a Christian, and having completed the Membership Class requirements of First Baptist Church/Orlando, as a fully functioning follower of Jesus Christ I commit myself to the following covenant:

- a. **Obedience.** I covenant to seek to consistently obey the Lordship of Jesus Christ.
- b. **Time.** I covenant to regularly spend time alone with God in Bible study and prayer.
- c. **Possessions.** I covenant to generously give a love gift to the Lord through my local church.
- d. **Fellowship.** I covenant to loyally attend Sunday worship and Bible study.
- e. **Witnessing.** I covenant to faithfully share my faith in Christ when opportunities arise.

3. MINISTRY - *A commitment to discover and dispense your God-given gifts and abilities in serving God and others (1 Peter 4:10).*

Having committed myself to membership and the habits for growing in spiritual maturity, and being in agreement with the First Family's Ministry Statement, I agree:

- a. That God saved me, is growing me and has called me to faithfully serve Him.
- b. To discover my unique design and use it to serve the Body of Christ in the area(s) of ministry God reveals to me.
- c. To continue improving my ability to serve by participating in helpful A.C.T.S. classes.
- d. To demonstrate a servant's heart in additional ministries needed in the Body of Christ.
- e. To cooperate with other ministries and seek to place the far greater good of the whole Body over the needs of my ministry.
- f. To submit to my God-given spiritual leaders.
- g. To give a minimum of a tithe (10%) to my Lord Jesus Christ through my local church.

Please sign your name and date.

Please PRINT your name.

DEACON SELECTION PROCESS

Date

Name
Address
State & Zip

Dear:

Congratulations! You are being recommended by the Deacon Nominating Committee to become an active deacon for the next three years. Here are some things you need to know:

1. On *Sunday, November 10th*, you are invited to attend the Deacon's Meeting at 4:00 in WC-134, where the 2003 Budget will be discussed. Your first *official* Deacon's meeting is *Sunday, January 5th, at 4:00 p.m.* in WC-134.
2. On *Sunday, November 10th*, you will be presented to the congregation for an official vote in the 6:00 PM service in Henry Chapel. Please notify Gloria Wade, Deacon Secretary, if you are unable to attend.
3. On *Sunday, November 17^h*, you will be ordained, if needed, or installed, in the 6:00 PM service in Henry Chapel. This will be a special evening for you and your family. Please notify Gloria Wade if you are unable to attend.
4. A Ministry Involvement Survey is included. Please complete it and return to Gloria as soon as possible.
5. We have included a copy of the 2001 Deacon Organizational Structure. Pray about which team you will serve and we will get in touch before January to find out your choice.

It is going to be an exciting pilgrimage. The greatest years for service and ministry are still ahead. Welcome aboard!

In His Service,

Chairman
Deacon Nominating Committee

Jimmy Knott
Staff Director