
MOUNT CALVARY BAPTIST CHURCH

"The Church Where You are Always Welcome and Loved with No Strings Attached"



ESTABLISHED 1881

DEACON NOMINATION PROCEDURE MANUAL

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TABLE OF CONTENTS

MISSION	2
INTRODUCTION	2 – 3
I. THE BIBLICAL / HISTORICAL BACKGROUND OF A DEACON	4
II. BIBLICAL / PRACTICAL QUALIFICATIONS OF A DEACON	4 – 7
III. QUALIFICATIONS FOR THE WIFE OF A DEACON	8
IV. PRACTICAL MINISTRY RESPONSIBILITIES	8–9
V. SPECIFIC MINISTRY RESPONSIBILITIES	9
VI. SELECTION OF A DEACON	10
VII. ORDINATION OF NEW DEACONS	10
VIII. TERMINATION OF DEACON SERVICE	10
IX. RELATIONSHIPS OF A DEACON	10–11
X. DEACONS MEETINGS	11
XI. RESPONSIBILITIES OF THE DEACON OFFICERS	12
APPENDICES	13–17
SIGNATURES	18

The Deacons Ministry of Mount Calvary Baptist Church Deacon Nomination Procedure Manual

MISSION

The deacons of Mount Calvary Baptist Church are spiritual leaders who support the Pastor and Staff in carrying out the vision and mission of Mount Calvary Baptist Church of “making disciples of those nearest, our neighbors and the nations.”

INTRODUCTION

This handbook is dedicated to helping a deacon to serve faithfully and effectively. It is designed to acquaint deacons with the biblical materials related to the Office of Deacon and the particulars of the Deacons Ministry of the Mount Calvary Baptist Church, Augusta, Georgia.

Men are appointed by the Pastor / Church because their life has exhibited the characteristics of faithfulness and loyalty both to the Lord and His Church. A Deacon must remember, however, that Jesus said, ***"The greatest among you shall be your servant."*** (Matthew 23:11).

Two passages in the New Testament are commonly cited concerning the Office of Deacon: Acts 6:1-7 and I Timothy 3:8-12. The word for “deacon” in the New Testament originally described a servant who “stirred up dust while waiting on tables.” As a Deacon, one’s major attention will be given to serving God under the leadership of the pastor(s) and Deacon officers in the practical ministry of the Church.

Core Values

The Deacon Fellowship embraces five core values in our servant leadership. These core values establish a framework for defining characteristics sought in a Deacon. Without these values the fundamental relationship with God is not right. As a Deacon serves, he experiences growth within these values because that is the nature of faith, to experience more of the power and joy in God’s grace.

1. **Integrity**
2. **Humility**
3. **Gentle strength through surrender**
4. **Love (agape)**
5. **Passion for God’s glory**

Integrity, humility, and gentle strength through surrender have been identified as the defining characteristics sought in a deacon. Of the three in 1 Corinthians 13, faith, hope and love, **love** is the greatest, even as deacons are men “full of faith.” This love has both a vertical and horizontal dimension, a **love for God** and a **love for one another**. This love for God overflows horizontally in acts of love for others, where one’s joy in God is doubled in the joy of others. Disciples are known for their **love for one another** and deacons are a specially called class of disciples. **Passion for God’s glory** brings all joy and delight back to God Himself.

These five core values guide the Deacon Fellowship in carrying out the priorities that describe the culture we desire to create at Mount Calvary: “to make disciples of those nearest, our neighbors and the nations.”

I. THE BIBLICAL / HISTORICAL BACKGROUND OF A DEACON

Acts 6:1-7 is the passage often cited for the beginning of the office of Deacon in the early Christian Church. Though the seven who were appointed / chosen were not specifically called "Deacons" in the technical sense, they nonetheless functioned consistent with the biblical qualifications of deacon delineated below. The Office of Deacon probably grew out of this experience. One reason they were chosen was to solve a problem that arose among the church fellowship. They were called upon to preserve the harmony of the church. Another reason was to free the apostles to give full attention to prayer and the ministry of the Word. The position of deacon in Acts 6 is an appointed one. A Deacon should certainly feel led to serve in that position, however the initiation of that commitment rests in the hands of the Pastor and local church. It is not a self-appointed office.

II. BIBLICAL / PRACTICAL QUALIFICATIONS OF A DEACON

The biblical qualifications for a deacon are found in Acts 6 and in I Timothy 3:8-13. They are divided into two categories:

A. Spiritual Qualifications

*"In those days when the number of disciples was increasing, the Grecian Jews among them complained against the Hebraic Jews because widows were overlooked in the daily distribution of food. So the Twelve gathered all the disciples together and said, It would not be right for us to neglect the ministry of the Word of God in order to wait on tables. Brothers, choose seven men from among you who are known to be **full of the Spirit and wisdom**. We will turn this responsibility over to them and will give our attention to prayer and the ministry of the Word. This proposal pleased the whole group. They chose Stephen, a man **full of faith and of the Holy Spirit**; also Philip, Procorus, Nicanor, Timon, Parmenas, and Nicolas from Antioch, a convert to Judaism. They presented these men to the apostles, who prayed and laid their hands on them. So the word of God spread. The number of disciples in Jerusalem increased rapidly, and a large number of priests became obedient to the faith." Acts 6:1-7 (NIV)*

Full of the Holy Spirit

A deacon is a disciple of Jesus Christ who passionately seeks and finds his satisfaction in the glory of God and who realizes the power to walk in God's ways through full surrender to the Holy Spirit. The phrase "full of the Holy Spirit" captures this disposition. The Spirit can be equated with the "grace" of God and the power that flows from that grace. In addition, the consistent experience of this grace produces supreme joy in the Deacon. This grace is appropriated through faith, a faith which works through love. Therefore, a deacon full of the Holy Spirit is driven to acts of love because it is in the channels of love where the grace of God and the resulting joy experienced flows most freely.

Full of Wisdom

“Opposition arose, however from members of the Synagogue of the Freedmen (as it was called) — Jews of Cyrene and Alexandria as well as the provinces of Cilicia and Asia. These men began to argue with Stephen, **but they could not stand up against his wisdom or the Spirit by whom he spoke.**” Acts 6:9-10 (NIV).

This word does not imply that the Deacons must be educated men. It does mean that they are to be men who can make sensible decisions based on the Word of God.

A Deacon with wisdom is a man who knows what is right and knows what steps must be taken in order to carry out what is right. True wisdom is being able to understand the Word of God and to apply it to your life and walk.

Thus, Deacons are to be men of the Word of God. They are to be men who know the Bible and who are able to apply the truths of the Bible to the work of the church.

A man of wisdom does not allow his judgment to be clouded by emotion, personal opinion, family or peer pressure, or any other external influences. A man of wisdom listens for the voice of God and he does what the Lord leads him to do.

Jesus Christ *“has become for us wisdom from God”* 1 Corinthians 1:30.

The Bible, with the cross of Christ at its center, reveals the wisdom and truth of God. Therefore, the wisdom revealed in Jesus Christ and His Word is most precious to the deacon, because this allows the deacon to know God more deeply and the more he knows of God, the happier he is. All acts of service by the deacon are an extension and overflow of his supreme, delight and joy in God Himself.

A Deacon is passionately and consistently immersed in the Scriptures. Like Psalms 119:97, the Word is *“his meditation all day long.”*

It is expected of every deacon that he has a firm grasp on the essentials and fundamental doctrines of our faith and that he is held by them. This provides the cornerstone of wisdom he embodies and articulates.

Full of Faith

“They chose Stephen, a man full of faith and of the Holy Spirit” Acts 6: 5

Deacons who are full of faith are men who are full of God’s Word. We know that “faith comes by hearing the Word of God”. The deacon knows and fully relies on the truth in God’s Word that, *“Through these he has given us his very great and precious promises, so that through them you may participate in the divine nature...”* (II Pet 1:4) As the deacon partakes of the divine nature through faith in God’s superior promises, he both experiences supreme joy and the power for sacrificial works of

love. He knows and embodies the truth that the Spirit, which he is full of, works by “hearing through faith.” He becomes a living epistle of the Word, so spreading the Word of God. As a result of the promise that God’s Word shall not return void, his life is God’s vessel of drawing many to “joy and peace in believing.”

A Deacon is also the embodiment of faith working through love. The nature of his faith is to find total satisfaction in God. This satisfaction is a love for God and a joy in God that overflows in acts of loving service to others. His joy, like the Macedonians, is “doubled in their joy.”

B. CHARACTER QUALIFICATIONS (I TIMOTHY 3: 8-10, 12-13)

“Deacons, likewise, are to be men worthy of respect, sincere, not indulging in much wine, and not pursuing dishonest gain. They must keep hold of the deep truths of the faith with a clear conscience. They must first be tested; and then if there is nothing against them, let them serve as Deacons. In the same way, their wives are to be women worthy of respect, not malicious talkers but temperate and trustworthy in everything. A Deacon must be the husband of but one wife and must manage his children and his household well. Those who have served well gain an excellent standing and great assurance in their faith in Christ Jesus.” 1 Tim 3:8-13 (NIV).

Worthy of respect

A Deacon is to be a man who has the bearing of respectfulness and dignity—a mature man of character and spiritual demeanor who steadfastly promotes “blamelessness and dignity” in his living.

Sincere

A Deacon is to be an honest man who is verbally consistent. Literally this word could mean not “double-tongued”. He speaks the truth. He must be a man who lives the way he talks.

Not indulging in much wine

While the original word refers to habitual consumption, blamelessness and dignity in a deacon is increased by total abstinence. For this reason, the Deacons of Mount Calvary Baptist Church, Augusta, Georgia are men who choose to limit their liberty for the sake of unquestionable credibility in this area.

Not pursuing dishonest gain

A deacon must be purely motivated in his ministry glorifying God’s name and cause. The acquisition of financial gain or power cannot be his hidden agenda. His business dealings outside the church must be worthy of one who represents Christ and His church. The superior promises of joy in God frees the Deacon from the pursuit of selfish and dishonest gain. A Deacon is one who has the “healthy eye” of Matthew 6:19-24. His healthy eye is focused on the one treasure: God. When looking at money

and God, he sees God as infinitely more valuable and desirable. His qualities of being full of the Spirit, faith and wisdom facilitate this healthy eyesight.

Keep hold of the faith

A Deacon must understand Christian truths as well as Mount Calvary Baptist Church doctrinal positions and unreservedly acknowledge and promote those truths with clear conscience. Paul warned that the lack of a clear conscience can shipwreck one's faith. Hence he declared that *"I so strive always to keep my conscience clear before God and Man."* Acts 24:16 (NIV).

A conscience remains clear as the deacon stays rightly related to God. A deacon remains rightly related when both his satisfaction in living and the power to do so are drawn by faith from God.

A Deacon's joy, therefore, results in service and always knowing he remains rightly related to Jesus Christ, wherein is his joy.

First tested

A Deacon must have proven over time that he evidences qualities of character and ministry necessary for serving the body at Mount Calvary Baptist Church as assessed by the Deacon Selection Committee and affirmed by the pastoral leadership.

Husband of one wife

A married Deacon must be clearly committed and devoted to his wife. It should be clear that he is in a loving relationship with his wife. Divorce occurs in many families. Divorce could be an issue disqualifying a man for leadership. If divorce has occurred in the life of a prospective deacon, the circumstances and the way in which the candidate reflected his faith will be the subject of discussion in the screening process. Each case will be examined individually.

Good manager at Home

A Deacon must be the spiritual leader in the home and one who manages the affairs of his household with diligence.

Proven Worthy

- ◆ The Deacon must have a good name in the community, which include but limited to social media accounts, credit reports and background checks.

III. QUALIFICATIONS FOR THE WIFE OF A DEACON

"In the same way, their wives are to be women worthy of respect, not malicious talkers but temperate and trustworthy in everything". (1 Tim 3:11 NIV)

Worthy of respect

This is the same term found in 1 Tim. 2:8 concerning Deacons. It means "dignified, honorable, not taking lightly things that are of a serious nature."

Not malicious talkers

A Deacon's wife must not speak quickly and when she does speak, do it in love. Gossip must never be a part of her nature.

Temperate

This means being self-controlled in all things.

Trustworthy in all things

A Deacon's wife must be trustworthy. From time to time, she will hear information that, for the good of the church and the people, she must keep to herself.

IV. PRACTICAL MINISTRY RESPONSIBILITIES

Deacons represent an extension of the Pastoral Care Ministry and are considered leader-servants of the Church. Deacons are to recognize their roles as ministering servants of the Church.

PRACTICAL DUTIES

Practical duties of a Deacon at Mount Calvary Baptist Church, Augusta, Georgia are as follows:

- ◆ Loyal support of the pastor and staff.
- ◆ Faithful attendance at the services of the church.
- ◆ Encouragement of and participation in the ministries of the church – Sunday Bible Study Communities, music, missions, outreach, prayer, etc.
- ◆ A consistent commitment to stewardship through tithing.
- ◆ Personal evangelism among the lost and visitation of the sick and shut-ins
- ◆ Regular attendance at the meetings of the deacons.
- ◆ Assistance with new member assimilation.

- ◆ Participation in the "Deacons' of the Week" assignments.
- ◆ Give attention to the needs of the membership, especially to widows.
- ◆ Assist in resolving problems which arise within Mount Calvary Baptist Church, Augusta Georgia and work toward unity.
- ◆ To be examples within the fellowship of wisdom, spirituality, faithfulness and of good character
- ◆ Maintain a high level of confidentiality with information relating to issues which may arise within the Deacon Ministry.

V. SPECIFIC MINISTRY RESPONSIBILITIES

The specific duties unique to Mount Calvary Baptist Church fall into three categories: Family Ministry; Spiritual Leadership; and Men's Mentoring.

1. Family Ministry

Consistent with biblical teaching, the foundational role of the deacon is service to the needy. Today, the needy can be parties with long term needs, such as widows, shut-ins, the infirmed, or families and individuals experiencing short-term needs resulting from illness or other issues.

2. Spiritual Leadership

Deacons at Mount Calvary Baptist Church, Augusta, Georgia must lead by being a visible presence at church gatherings and services. As spiritual leaders, the Deacon Fellowship at Mount Calvary Baptist Church, Augusta, Georgia supports the pastoral staff by serving as a confidential sounding board, and by providing feedback to guard church unity. Deacons are also expected to lead through public prayer, the service of the Lord's Supper, assist with baptism and administers membership accountability.

3. Men's Mentoring

Understanding that Godly leadership is critical for the spiritual health of families and the adoption of lifetime Christian principles in children, and growth of this church, deacons at Mount Calvary Baptist Church, Augusta, Georgia are biblically called to focus on the spiritual development of men. In this work, deacons are to mentor, encourage and spur men in the love and care of their family, in spiritual development and in servant hood through participation in projects.

VI. SELECTION OF A DEACON

As stated in Section II, there are spiritual and character qualifications for any man serving as a deacon at Mount Calvary Baptist Church Augusta, Georgia. All nominees presented to the church will have met those requirements before beginning the process with the Deacon Selection Committee (DSC). The selection process will work as follows:

1. The Church can nominate qualified men to serve in the role of Deacon.
2. The DSC will take those names and make initial contacts to determine interest in serving, given the candidate meets the qualifications from Section II.
3. Upon stating he is willing to be considered for the office of Deacon, the candidate's name is given to the deacon officers to set up a meeting for him and his wife, if married, to hear clearly the role and expectations of serving as a deacon at Mount Calvary Baptist Church, Augusta, Georgia. These meetings are conducted by the deacon leadership and will include one or more candidates.
4. Following this meeting, if the candidate still feels led to pursue being a deacon his name is referred to the DSC for a formal interview with that team.

VII. ORDINATION OF NEW DEACONS

An ordination service will be scheduled as soon as practical to ordain any man elected to the Deacon Fellowship who is not already ordained. Mount Calvary Baptist Church, Augusta, Georgia shall present a copy of the Certificate of Ordination to mark the occasion.

VIII. TERMINATION FROM DEACON SERVICE

1. His personal resignation, or death.
2. His transfer of membership from Mount Calvary Baptist Church, Augusta, Georgia or
3. His removal from such office by action of the Pastor and Deacon Fellowship.

IX. RELATIONSHIPS OF A DEACON

The Deacon's primary relationship is to the Lord. The principle concern of a Deacon is his walk with God. Next in importance, is the Deacon's knowledge and understanding of his role in relation to his family, pastor, church ministries, and the church membership at large.

Relationship to the Deacon's Family

The New Testament mentions a Deacon's responsibility in relation to his wife and children; therefore, the

church feels that a Deacon should give his family first priority in his devotion, care and ministry.

Relationship to the Senior Pastor

A Deacon should serve under the leadership and spiritual direction of the pastor and should be loyal to the pastor in prayer support, encouragement and fellowship.

The families of Mount Calvary Baptist Church, Augusta, Georgia look to the pastor and deacons for giving overall leadership and administration to the church and its ministry. The church, therefore, expects the Deacons to respect the office of pastor and to welcome the unique opportunity to learn from and serve with the pastor. As a Deacon functions in the practical ministry of the church, the pastor is freed to give attention to prayer and the ministry of the Word.

Relationship to Church Ministries

Nowhere in the New Testament is there even a hint that the Deacon Fellowship is to function as a board of directors, or as administrators of the church's business affairs. Deacons are servants first and last. As spiritual and servant leaders, the Deacon Fellowship is available for council, guidance, and accountability for church ministries. Out of courtesy, ministry leaders may consult with the Deacon Fellowship concerning actions or recommendations, for information, and for feedback. The Deacon Fellowship may indicate support or give counsel, but not instruct ministry leaders as to what they can or cannot propose to the church for official action.

Relationship to Church Members

Deacons are to be active in ministry to the church family, and to promote peace, harmony, and a spirit of cooperation and unity among the membership. Deacons are to be problem solvers and preservers of church harmony.

As an example, every Deacon carries two imaginary buckets: one of water and one of gasoline. He determines in many situations whether he will help put out the fires of disharmony or if he will fuel the problem.

Deacons are to be active in ministry. This will enable the pastor to feed the flock faithfully and to be able to spend the necessary time in prayer for God's direction and inspiration in leading the church.

X. DEACON MEETINGS

The meetings of the Deacon Fellowship shall be restricted to the pastor and the active Deacons of the church, unless otherwise requested by the Deacon Fellowship and or pastor. The Deacon officers, in consultation with the pastor, will determine regular meetings. Meetings of the Deacon Fellowship will typically be scheduled once a month.

XI. RESPONSIBILITIES OF THE DEACON OFFICERS

CHAIRMAN

1. Moderate all Deacon meetings
2. Oversee all Deacon ministries
 - ◆ See that each ministry is staffed and functioning.
 - ◆ Assist whenever needed in planning and promoting ministries.
3. Serve as a member of the Leadership Team
 - ◆ Serve as liaison between Deacon Fellowship, Ministerial Staff, and Mount Calvary Baptist Church, Augusta, Georgia.
4. Cooperate with all Mount Calvary Baptist Church, Augusta, Georgia ministry leadership in working toward unity, harmony, spirituality and growth of Mount Calvary Baptist Church, Augusta, Georgia.

VICE CHAIRMAN

- ◆ Moderate Deacon meetings in the absence of the Chairman
- ◆ Assist the Chairman as needed in all Deacon ministries
- ◆ Serves as a member of the Leadership Team

RECORDER

- ◆ Record the minutes of each meeting
- ◆ Keep record of attendance
- ◆ Notify Deacons of special events involving deacon participation
- ◆ Serve as timekeeper for deacon meetings

SPECIAL COMMITTEES

- ◆ Serve on Sub-Committees as directed by the Deacon fellowship as needs arrives

APPENDICES

Mount Calvary Baptist Church

“The Church Where You Are Always Welcome and Loved with No Strings Attached”

EASTABLISHED 1881

Reverend Dr. Christopher Armstrong, Senior Pastor

Reverend Dr. Clyde Hill, Sr., Pastor Emeritus

Deacon Dr. Ernest L. James, Chairman, Deacons Ministry

APPENDICES

Deacon Nomination Form

DATE: _____

(Use one form per nominee)

As a member of Mount Calvary Baptist Church, Augusta, Georgia I am led of God to nominate as a candidate for the office of Deacon the following person:

Name of Nominee: _____

In the space provided below, please explain why you believe the man named above would be an effective deacon:

Upon nomination of the above candidate for Deacon of Mount Calvary Baptist Church, Augusta, Georgia, I thoroughly understand the following Scriptural requirements to serving in the office of a Deacon:

1 Timothy 3:8-11 - Deacons, likewise, are to be men worthy of respect, sincere, not indulging in much wine, and not pursuing dishonest gain. They must keep hold of the deep truths of the faith with a clear conscience. They must first be tested; and then if there is nothing against them, let them serve as Deacons. In the same way, their wives are to be women worthy of respect, not malicious talkers but temperate and trustworthy in everything (NIV).

Acts 6:3 - Brothers, choose seven men from among you who are known to be full of the Spirit and wisdom. We will turn this responsibility over to them (NIV).

Name of Nominator: _____

Phone: _____

Submit the completed Nomination Form to Mount Calvary Church Administrator or Chairman of Deacons Ministry.

Potential Deacons Questionnaire

There are only two church offices listed in the New Testament. They are the office of an elder and that of the Deacon. The requirements are listed in Acts 6:1-7 and 1 Timothy 3.

This Deacon Questionnaire is a self-assessment tool for Potential Deacon Candidates. The questions are designed to allow you to prayerfully and honestly examine yourself in light of Scripture to determine if you meet the Biblical qualifications of Deacon.

Consider each question carefully and answer on a separate sheet of paper. Evaluate your story of faith in light of these questions and allow the Holy Spirit to speak into your life. The expectation for our Deacons is not perfection; rather we lovingly hold one another accountable to submit to the high standard of God's Word as we grow into His likeness and serve one another.

Character

Please read Acts 6:1-7 and 1 Timothy 3 and raise any areas you feel are important.

1. Spiritual Qualifications

- ◆ Full of the Holy Spirit
- ◆ Full of Wisdom
- ◆ Full of Faith

2. Moral Qualifications

- ◆ Worthy of respect
- ◆ Sincere
- ◆ Not indulging in much wine
- ◆ Not pursuing dishonest gain
- ◆ The husband of one wife
- ◆ Manages his children and household well

3. Qualifications For The Wife Of The Deacon

- ◆ Worthy of Respect
- ◆ Not a malicious talker
- ◆ Temperate

1. Why do you believe you are called to be a Deacon and why do you wish to serve as one?
2. When did you come to faith?
3. Does your wife support the idea of you being a deacon? Have you been divorced? Remarried? Under what circumstances? How do you handle alcohol / other substances? Any addictions?
4. Financially are there any issues we need to know about?
5. Are there any incidents or character traits that non-Christians would know of that would lead them to question the faith?
6. A member of the church is offended by one of your actions that you think is a “non- issue.” How do you respond to that person?
7. Church leadership as a whole has decided to follow a course of action that is unpopular with a number of people in the body. Privately you also disagree with this course of action. A number of these disgruntled people have complained to you about this issue. How would you respond to them?
8. Please explain your understanding and role of a Deacon.
9. Anything else you know you need to mention?

Doctrine

Mount Calvary Baptist Church is a Bible believing and Bible teaching church. "Buying into" some abstract body of truth does not qualify any individual or a church as "Bible believing." Rather, biblical faith is a relationship to God, through Jesus Christ, based upon the gospel revealed by Him and in His holy word. We seek to maintain the entire teaching of the Bible, rightly understood as our sole source of authority and polity.

Can you articulate a clear position on:

- ◆ The Gospel of Jesus Christ
- ◆ The Biblical view of Salvation
- ◆ Membership of the local Church
- ◆ The Lord's Supper
- ◆ Baptist beliefs on Water Baptism

Devotions:

What are your patterns, disciplines and understandings in relation to:

- ◆ Bible reading
- ◆ Prayer
- ◆ Witnessing
- ◆ Giving

I affirm that everything presented in this questionnaire is true and accurate:

Signature: _____

Date: _____

The Mount Calvary Baptist Church, Augusta, Georgia Deacons Nomination Manual was approved by the Senior Pastor and Chairman of the Deacons Ministry of Mount Calvary Baptist Church, Augusta, Georgia on the:

2nd day of February 2025


Deacon Dr. Ernest L. James, Chairman


Rev. Dr. Christopher Armstrong, Senior Pastor