



Permanent Diaconate Advisory Committee Terms of Reference

1. The Advisory Committee for the Permanent Diaconate is established by the Archbishop of Vancouver, pursuant to the National Directory for the Ministry, Formation and Life of Permanent Deacons in Canada.
2. Members of the committee are named by the Archbishop for a term stated in their letter of appointment (usually three years) and may be freely removed by him.
3. The Director of the Permanent Diaconate Program is an ex-officio member, will call and chair meetings of the committee, and provide all necessary information to the members.
4. The duties and purposes of the committee are the following:
 - a. Aspirant or Propaedeutic Path of Formation
 - i. To review the dossier of all applicants applying for admission as aspirants, and to identify those it judges as possessing the qualities necessary for successful completion of the aspirant path, distinguishing between those best-suited to begin formation immediately, those who should be deferred to a future date, and those it deems not to be suitable.
 - ii. To conduct one or more interviews of those being considered for acceptance in the current year, in order to assess the applicant's level of awareness of the diaconal vocation, and to obtain information about the inquirer's family life, employment stability, financial commitments and general aptitude for diaconal ministry. If he is married, his wife must take part in an interview; if judged necessary, an interview can also involve any children living at home. When the committee decides not to interview an applicant, it will express the reason(s) in writing to the Archbishop.
 - iii. To ascertain during the application process whether there are any impediments to ordination and to ensure that, if dispensations are required, they are obtained before admission to aspirant formation.
 - iv. To recommend individuals to the Archbishop for admission to aspirant formation following the above process.
 - b. Candidate Path of Formation
 - i. To interview each applicant for candidacy toward the end of the aspirancy period in order to determine his readiness for admission into the candidate path of formation. The committee will also meet with the wife of a married aspirant to ascertain her ongoing support for her husband's application.
 - ii. To review all pertinent data on the aspirant. On its behalf, the director of formation will prepare a report for the bishop that describes the aspirant's personality and gives a judgment of his suitability.



- c. Ministries of Lector and Acolyte
To meet in order to assess the candidates prior to their installation in the ministries of lector and acolyte, and to make recommendations in this regard to the Archbishop.
 - d. Ordination to the Diaconate
To evaluate candidates prior to ordination to the diaconate and to make a recommendation to the Archbishop.
 - e. Other Duties
The Archbishop may assign other duties to the committee, or to a subcommittee of it, as he deems useful.
5. In these and all matters, the committee's recommendations are advisory in nature; upon reviewing its recommendations, the Archbishop alone decides who will be admitted, promoted or ordained.
 6. The committee may establish subcommittees of not fewer than three persons to carry out its responsibilities to conduct interviews. The subcommittee will provide the committee with a written report of each interview.
 7. Recommendations may be reached by consensus, but a secret vote shall be taken on the request of any member, in which case the results of the voting will be communicated to the Archbishop with the committee's report.
 8. The quorum needed to carry out the duties listed in n. 2, paragraphs i-v shall be one-half of the total number of members.
 9. Appropriate psychological consultation may be required, but always with the applicant's free, explicit and informed written consent.
 10. All members will take an oath of secrecy as prescribed by the Archbishop, and will in all ways protect the reputation of all those who apply for admission, whether accepted or not.

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Memorial of St. Pancras

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