

# Leader Guidelines

## Lead Deacon (Leader 1) – Role Description & Ministry Guidelines

### Purpose

The Lead Deacon's primary responsibility is to lead the south side deacons reverently, with confidence, and in a prayerful manner throughout the Divine Liturgy, helping the congregation pray in unity and order.

### Responsibilities

1. Lead the South Side Deacons
  - Lead the deacons throughout the entire Divine Liturgy.
    - Encourage the deacons to participate actively and confidently in chanting.
    - Maintain unity in rhythm, pitch, and pace.
2. Be Well Prepared
  - The Leader should be able to chant the hymns of the Liturgical Services confidently and accurately.  
Arrive on time to the Liturgical Services
    - Vespers Praises (Saturday Night)
    - Morning Praises (Sunday Morning)
  - The following hymns are considered standard and should be chanted regularly on weekends:
    - Medium Hiten
    - Praxis Response for St. Rebekah
    - Psalm 150 (Pi O Oufa)
    - Pi Oik
    - Tenouweh Ensok
3. Lead with a Strong Voice
  - Chant and read with a clear, strong, and confident voice.
  - The microphone should be used primarily to establish the pace and pitch of the hymn and encourage the congregation and deacons to join.
  - It is not necessary to remain on the microphone throughout the entire hymn.
  - Use wisdom and discretion in microphone usage

### Spiritual Conduct

1. Lead Through Prayer
  - Your first responsibility is to pray.
  - Lead the deacons while maintaining a spirit of worship.
  - Never allow administrative responsibilities to distract you from prayer.
2. Avoid Unnecessary Distractions

- While leading, avoid becoming preoccupied with:
  - Distributing microphones.
  - Distributing cymbals or triangle.
  - Operating a separate iPad or searching for hymns unnecessarily.
  - Changing microphone batteries.
- Remember that there are other deacons available to assist with these responsibilities.

## Distribution Guidelines: Distribute Wisely

- Distribution should prioritize the quality of the prayer—not to “give everyone a chance.”
- When assigning hymns, choose individuals who:
  - Have a developed and confident voice.
  - Can maintain the correct pitch.
  - Know the hymn well.
  - Can lead others effectively.
- Common areas of distribution include:
  - Distribution Melodies
  - Doxologies
  - Praises
  - Veneration
  - Other appropriate hymns as needed
- Cymbals and the triangle should only be given to individuals who:
  - Can maintain the proper rhythm and pace.
  - Are able to sing and play simultaneously.
  - Help the congregation pray rather than creating confusion.
- Give feedback
  - Someone plays the cymbals too slow, too fast, too loud, etc.

## Leadership Principles (Be an Example)

- Lead by example with humility and reverence.
- Be attentive to the altar and the flow of the liturgy.
- Encourage participation without drawing attention to yourself.
- Delegate appropriately and trust other capable deacons to assist.
- Always remember that the goal is not performance, but leading the congregation in prayer.
- Dress appropriately (collared shirt)

## Leader 2 (Sunday) - Role Description & Ministry Guidelines

### Purpose

The main role of the Leader 2 is to lead the north side deacons with confidence and in a reverent and prayerful manner throughout the Divine Liturgy, helping the children and north side deacons pray in unity and order

## Responsibilities

1. Lead the North Side Deacons
  - Lead the deacons throughout the entire Divine Liturgy.
  - Encourage the deacons to participate actively and confidently in chanting.
  - Maintain unity in rhythm, pitch, and pace.
  - Face the East when leading
  - Don't stack the pews
    - 8 deacons in first row
    - 7 maximum in other rows
2. Be Well Prepared
  - Arrive on time
3. Lead with a Strong Voice
  - Chant and read with a clear, strong, and confident voice.
  - Don't just sing in the microphone—encourage the children to sing
  - Watch the Leader 1 and South Side deacons
    - Leader 1 wants to alternate
4. Keep Order by Teaching
  - Leader 2 is not a baby sitter
  - Ex. If someone is sitting down, don't yell at them to stand up, teach them why we should stand and sing

## Spiritual Conduct

1. Lead through Prayer
  - The most important responsibility is to pray
  - Don't allow administrative responsibilities distract you from prayer
2. Avoid Unnecessary Distractions
  - Leader 2 is NOT a baby sitter
  - Do not focus too much on the children:
    - Sitting
    - Talking
    - Moving around

## Distribution Guidelines

1. Distribute Wisely
  - Distribution should prioritize the quality of the prayer—not to “give everyone a chance.”

When assigning hymns, choose individuals who:

    - Have a developed and confident voice.
    - Can maintain the correct pitch.
    - Know the hymn well.
  - Common areas of distribution include:
    - Agpeya gospels and litanies
    - Short Litanies during Vespers

## Leadership Principles (Be an example)

- Lead by example with humility and reverence.
  - Be attentive to the Leader 1, South Side deacons, and the flow of the liturgy.
  - Encourage participation without drawing attention to yourself.
  - Always remember that the goal is not order and discipline, but leading the children in prayer.
  - Dress appropriately (collared shirt)
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