

**Diocese of San Diego**

**DUTIES AND RESPONSIBILITIES OF DEANS**

1. To promote and coordinate pastoral life in the deanery, within the context of the entire local Church of the Diocese of San Diego, including:
  - a. to communicate deanery personnel needs and concerns to the bishop;
  - b. to assist the bishop in parish evaluation and development.
2. To exercise pastoral leadership throughout the deanery in promoting the implementation of policies, guidelines and programs regarding evangelization and catechesis, liturgical and sacramental life, pastoral ministry and parish administration.
3. To preside over deanery meetings of the clergy which will include reporting appropriate information from meetings of the Board of Deans.
4. To show concern for the welfare of the clergy of the deanery, especially at times of illness or difficulty, supporting them in their pastoral work, and to encourage all priests, active and retired, to participate in programs offered for their ongoing human and spiritual growth and development.
5. To assist the bishop in the vocations apostolate, particularly as regards vocations to the priesthood.
6. To coordinate the coverage of time off schedule of assigned chaplains at hospitals.