**Planning and Evaluation of Adolescent Catechesis and Youth Ministry**

 **Evaluator\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_ Parish \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ City \_\_\_\_\_\_\_\_\_**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Structure | Always | Sometimes | Occasionally | Never | N/A |
| 1. Comprehensive Youth Ministry consisting of: |
|  a. advocacy |  |  |  |  |  |
|  b. catechesis |  |  |  |  |  |
|  c. community life |  |  |  |  |  |
|  d. evangelization |  |  |  |  |  |
|  e. justice and service |  |  |  |  |  |
|  f. leadership development |  |  |  |  |  |
|  g. pastoral care |  |  |  |  |  |
|  h. prayer and worship |  |  |  |  |  |
| 2. Adolescent Catechesis within Comprehensive Youth Ministry consisting of: |
|  a. 30% of all youth ministry programs and activities  to include a catechetical dimension. |  |  |  |  |  |
|  b. comprehensive and substantive catechesis |  |  |  |  |  |
|  c. the learning objectives of the *Curriculum for*  *Catechesis* (9-12) integrated into all aspects of youth ministry |  |  |  |  |  |
|  d. approved texts and other resources |  |  |  |  |  |
|  e. a variety of learning methods and activities. |  |  |  |  |  |
|  f. a variety of programs, i.e. parish, home, small  group, large groups, etc. |  |  |  |  |  |
| 3. Short and long-range planning over 12 month calendar  that provides regular youth ministry opportunities |  |  |  |  |  |
| 4. Incorporate a family perspective in all youth ministry policies, programs and activities |
|  a. communicate with and invite parents to  participate in youth ministry programs and  activities |  |  |  |  |  |
|  b. support families in sharing, celebrating and living  their faith at home and in the world |  |  |  |  |  |
|  c. advocate for youth and families in parish planning  and decision-making |  |  |  |  |  |
| 5. Inclusion of youth with disabilities |  |  |  |  |  |
| 6. Appropriate youth to adult ratio (10-1) |  |  |  |  |  |
| Comments: |

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| Catechists/Adult Advisors | Always | Sometimes | Occasionally | Never | N/A |
| 1. Adult catechists who are practicing Catholics
 |  |  |  |  |  |
| 1. Certified catechists
 |  |  |  |  |  |
| 1. Compliance with Diocesan Child Protection Policy
 |  |  |  |  |  |
| 1. Use standardized parent authorization and medical release forms
 |  |  |  |  |  |
| 1. Insure that chaperones are at least 21 years old, and a ratio of 1 adult to 10 youths for parish activities and 1 adult to 6 youths for overnights and trips
 |  |  |  |  |  |
| 1. Require that an insured adult driver provide transportation for youth
 |  |  |  |  |  |
| Comments:H-52021 |

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| Administration | Always | Sometimes | Occasionally | Never | N/A |
| 1. A team of youth and adults including parents involved in planning, implementing, and evaluating the program
 |  |  |  |  |  |
| 1. Parent Advisory group
 |  |  |  |  |  |
| 1. Handbook for catechists
 |  |  |  |  |  |
| 1. Handbook for families
 |  |  |  |  |  |
| 1. Permanent record cards are maintained for each partcipant
 |  |  |  |  |  |
| 1. Permanent record cards are maintained for each catechist/adult advisor
 |  |  |  |  |  |
| 1. Permanent records cards are maintained for parish sacramental records
 |  |  |  |  |  |
| 8. Adequate physical facilities |  |  |  |  |  |
| 9. Annual YM and personnel reports on file at diocese and  parish |  |  |  |  |  |

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| 10. Regular communication with: |
|  a. pastor and other staff |  |  |  |  |  |
|  b. parents |  |  |  |  |  |
|  c. local public high school(s) |  |  |  |  |  |
|  d. Catholic school(s) (if applicable) |  |  |  |  |  |
| Comments: |
| Finance | Always | Sometimes | Occasionally | Never | N/A |
| 1. Annual projected budget prepared
 |  |  |  |  |  |
| 1. Adequate funds allocated for:

 textbooks & other resources manuals & other resources for catechists library membership catechist formation & certification community building, retreat, and service |  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
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| 1. Annual evaluation report of income and expenses
 |  |  |  |  |  |
| Comments: |
| Evaluation | **Always** | **Sometimes** | **Occasionally** | **Never** | **N/A** |
| 1. Annual evaluation by team, catechists, youth, parents
 |  |  |  |  |  |
| 1. Annual goals and objectives based on evaluation results
 |  |  |  |  |  |
| 1. Annual report communicated to the pastor and pastoral council and a copy sent to diocese
 |  |  |  |  |  |
| Comments: |
| Sacraments | **Always** | **Sometimes** | **Occasionally** | **Never** | **N/A** |
| 1. Confirmation preparation distinct from and in addition to  youth ministry |  |  |  |  |  |
| 2. Ongoing catechesis or the celebration of Reconciliation |  |  |  |  |  |
| 3. Catechumenate for youth available |  |  |  |  |  |
| Comments: |  |  |  | H-52021 |  |

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| **OTHER- Please list and evaluate other aspects of youth ministry in your parish, e.g., parent/teen events, peer mentoring, etc.** |
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