



Office of Faith Formation and Lay Ecclesial Ministry
Directory for Catechesis

Assessment - Intergenerational Catechesis Process

	Always	Sometimes	Occasionally	Never	N/A
Catechists					
1. Team of catechists for each age level					
2. Safe Environment compliance					
3. Monthly meeting with catechists					
4. Evaluate previous session with catechists each month					
5. Periodic observation of catechists in each level					
6. Catechists working toward Diocesan Certification					
7. Parish pays for catechist courses / workshops					
8. Periodic social gatherings for catechists					
9. Catechists are recognized on Catechetical Sunday					
10. Notes and gifts to encourage catechists					
Comments:					
Session Design & Lesson Planning					
1. Life of the Church and Local Parish is the basis for planning					
2. Each session prepares participants to celebrate an upcoming Church season, event, or opportunity for service					
3. Monthly lesson plans for each age level / learning station					
4. Learning objectives for each session that follow Diocesan Curriculum for Catechesis					
5. Variety of session styles each year (age level, learning stations, whole group)					
6. Written lesson plan for each age group					
7. Each group has supplies for sessions and activities					
8. Catechists have input into lesson plans					
9. Yearly theme based on the Diocesan Curriculum					
10. Each theme covered in one session per year based on the Diocesan Curriculum					
11. Variety of learning activities (art, hands-on, skits, games, etc.)					
12. Opening process each month (whole group)					
13. Opening prayer each month					
14. Music as part of session					
15. Effective use of media					
16. Opening focusing activity for large group					
17. Home Kit each month with resources for all ages					
18. Large group sharing at end of each session					
19. Closing prayer in large group					
20. Contact hours fulfill diocesan guidelines					
Comments:					



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	Always	Sometimes	Occasionally	Never	N/A
Meals, Set-Up and Take Down					
1. Food preparation team					
2. Food serving team					
3. Accurate count for meals					
4. Donate or give away leftover food					
5. Learning rooms set up before catechists arrive					
6. Chairs/tables set up before participants arrive					
7. Guests of participants welcome					
Comments:					
Registration / Record Keeping	Always	Sometimes	Occasionally	Never	N/A
1. Annual registration for new and current families					
2. Online registration available					
3. Ongoing invitations sent to new families					
4. Invitation letters sent to all families with children of catechetical age each year					
5. Yearly schedule sent to families and households					
6. Cancellation procedures set and publicized					
7. Monthly attendance for each child recorded					
8. Contact info for each family and households					
Comments:					
Sacraments	Always	Sometimes	Occasionally	Never	N/A
1. Preparation for First Reconciliation and First Eucharist is in addition to regular Intergenerational sessions					
2. Preparation for Confirmation is in addition to regular Intergenerational sessions					
3. Update parish sacramental register at rectory					
Comments:					