



## Diaconal Ministry Practicum Evaluation – Part I

Part I of this evaluation of this evaluation is to be prepared jointly by the deacon and supervisor, and a copy is to be submitted to the field education instructor. Part II of the evaluation (attached in triplicate) should be completed independently by the supervisor and the deacon and also submitted to the field education instructor. A third copy of Part II of the evaluation will be completed by the field education instructor and given to the deacon.

Deacon's Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone \_\_\_\_\_

Email \_\_\_\_\_

Supervisor \_\_\_\_\_

Position/Title \_\_\_\_\_

Ministry Site \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone \_\_\_\_\_

Fax \_\_\_\_\_

Email \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
*For use by Director of Field Education:*

*Date evaluation rec'd:* \_\_\_\_\_

*Comments:*

**I. Review of Learning Objectives:** State succinctly each Learning Objective from the contract and evaluate deacon's progress:

***Learning Objective 1***

*Objective:*

*Progress and Opportunities for On-going Growth:*

***Learning Objective 2***

*Objective:*

*Progress and Opportunities for On-going Growth:*

***Learning Objective 3***

*Objective:*

*Progress and Opportunities for On-going Growth:*

***Learning Objective 4***

*Objective:*

*Progress and Opportunities for On-going Growth:*

II. Please note 3 major learnings that occurred during this practicum, perhaps anticipated within the learning objectives, but perhaps not.

III. Please note any recommendations that you have regarding how to strengthen the diaconal ministry practicum.

Deacon's Signature: \_\_\_\_\_ Date \_\_\_\_\_

Supervisor's Signature: \_\_\_\_\_ Date \_\_\_\_\_



## Diaconal Ministry Practicum Evaluation – Part II

**Deacon's Name:** \_\_\_\_\_

A copy of this form is to be completed by the deacon, the deacon's on-site supervisor, and the field education instructor. In the column on the right, each of the three categories is to be given a mark of 0 – 10; zero reflecting no evidence of this competency/trait in the student's ministry, ten reflecting an extremely high level of this competency/trait in the student's ministry. These evaluations will be supplemented with a portfolio including the student's written case study.

<p><b>Pastoral Leadership:</b> Student demonstrates skills &amp; dispositions needed to “shepherd” a community of faith in liturgical planning and presiding – including:</p> <ul style="list-style-type: none"> <li>▪ Possesses knowledge of the liturgical rites of the Church and comfort in leading and teaching them</li> <li>▪ Able to effectively assist persons getting ready for the sacraments</li> <li>▪ Works respectfully and responsibly with other staff members and parish leaders, keeping communication lines open</li> <li>▪ Respectful of the local parish's liturgical experience; flexible as needed</li> <li>▪ Style of presiding facilitates prayerfulness in whole community</li> <li>▪ Careful in preparation, yet takes the unpredictable nature of communal prayer in stride without undo anxiety</li> </ul>	<p><b>Points</b> <b>0-10</b></p>
<p><b>Effectiveness:</b> Student demonstrates use of tools and approaches that maximize the impact of one's ministry and aide the long-term health &amp; wellbeing of the minister.</p> <ul style="list-style-type: none"> <li>▪ Follows through on commitments made to the parish</li> <li>▪ Good time management</li> <li>▪ Collaborative approach that empowers and trusts the gifts of others</li> <li>▪ Ability to prioritize among many tasks &amp; to make appropriate decisions about what most needs one's attention when</li> <li>▪ Solicits feedback and evaluation on one's ministry and receives it with openness</li> </ul>	
<p><b>Service:</b> Deacon demonstrates desire and capacity to place one's ministry at the service of the Church &amp; world:</p> <ul style="list-style-type: none"> <li>• Possesses a spirit of helpfulness, flexibility, “other-centeredness”</li> <li>• Demonstrates good professional boundaries; meets personal needs in another forum outside ministerial relationship</li> <li>• Perceives diaconal ministry at the service of community rather than vice versa; doesn't expect the community to rearrange their life together to accommodate his presence</li> </ul>	

<p><b>Integration:</b> Deacon demonstrates capacity for and commitment to theological reflection through:</p> <ul style="list-style-type: none"> <li>▪ Solid grasp of scripture, doctrine, liturgy, and history that can be drawn upon with ease in the practice of ministry</li> <li>▪ Quality preaching, teaching, and pastoral care that makes ready connections between faith and life for the people in the parish</li> <li>▪ Gives witness to on-going study and learning while in the practice of ministry</li> <li>▪ Regular, prepared participation in and leadership of theological reflection</li> </ul>	
<p><b>Commitment to Ministry of the Word:</b> Student demonstrates commitment to the ministry of the Word through:</p> <ul style="list-style-type: none"> <li>▪ Simple, clear and articulate public speaking (especially preaching, but also teaching, presenting, lecturing, etc...)</li> <li>▪ Commitment to preach at least 5 times during practicum and receive feedback on that preaching</li> <li>▪ Preaching gives evidence that substantive exegesis, congregational analysis, and reflection went into the preparation</li> <li>▪ Ability to identify ways in which s/he participates in the preaching mission of the Church</li> <li>▪ A spirituality rooted in scripture and openness to the Word present in life</li> </ul>	
<p><b>Comments:</b></p>	<p><b>Total Points:</b></p>

Name of person completing this evaluation: \_\_\_\_\_

Date: \_\_\_\_\_



## Diaconal Ministry Practicum Evaluation – Part II

**Deacon's Name:** \_\_\_\_\_

A copy of this form is to be completed by the deacon, the deacon's on-site supervisor, and the field education instructor. In the column on the right, each of the three categories is to be given a mark of 0 – 10; zero reflecting no evidence of this competency/trait in the student's ministry, ten reflecting an extremely high level of this competency/trait in the student's ministry. These evaluations will be supplemented with a portfolio including the student's written case study.

<p><b>Pastoral Leadership:</b> Student demonstrates skills &amp; dispositions needed to “shepherd” a community of faith in liturgical planning and presiding – including:</p> <ul style="list-style-type: none"> <li>▪ Possesses knowledge of the liturgical rites of the Church and comfort in leading and teaching them</li> <li>▪ Able to effectively assist persons getting ready for the sacraments</li> <li>▪ Works respectfully and responsibly with other staff members and parish leaders, keeping communication lines open</li> <li>▪ Respectful of the local parish's liturgical experience; flexible as needed</li> <li>▪ Style of presiding facilitates prayerfulness in whole community</li> <li>▪ Careful in preparation, yet takes the unpredictable nature of communal prayer in stride without undo anxiety</li> </ul>	<p><b>Points</b> <b>0-10</b></p>
<p><b>Effectiveness:</b> Student demonstrates use of tools and approaches that maximize the impact of one's ministry and aide the long-term health &amp; wellbeing of the minister.</p> <ul style="list-style-type: none"> <li>▪ Follows through on commitments made to the parish</li> <li>▪ Good time management</li> <li>▪ Collaborative approach that empowers and trusts the gifts of others</li> <li>▪ Ability to prioritize among many tasks &amp; to make appropriate decisions about what most needs one's attention when</li> <li>▪ Solicits feedback and evaluation on one's ministry and receives it with openness</li> </ul>	
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<p><b>Comments:</b></p>	<p><b>Total Points:</b></p>

Name of person completing this evaluation: \_\_\_\_\_

Date: \_\_\_\_\_



## Diaconal Ministry Practicum Evaluation – Part II

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<p><b>Comments:</b></p>	<p><b>Total Points:</b></p>

Name of person completing this evaluation: \_\_\_\_\_

Date: \_\_\_\_\_