

Office of Youth and Young Adult Evangelization, Diocese of Phoenix

Full Name and Title:

Parish _____ City _____ Work Phone _____

Email _____ Pastor _____

Additional Parish staff members contributing to this evaluation:

Please list your general areas of responsibility in your program:

Evaluation Directions:

For rating questions, 1 indicates poor and 5 indicates excellent. Please circle the number that best describes the topic. Feel free to add any attachments or handouts to this evaluation.

To help you with this evaluation, please refer to the Young Apostles Document, found in the 'What is Youth Ministry?' section of the Youth & Young Adult web site: www.diocesephoenix.org/youthministry/whatis.html.

Section I: Evangelization

Adult Core/Catechist Team and Other Adult Support

General

(1 indicates poor and 5 indicates excellent)

Rate the overall performance of your Core Team. 1 2 3 4 5

How many Core Team members do you presently have? _____

Please list the age break down of the core.

How many are: 18-24yrs _____ 25-29 _____ 30-34 _____ 35-40 _____ 40+ _____

How many are:

- Confirmed Catholics? _____
- Single _____
- Married _____
- with children _____

Rate the core team as a whole in the following areas: (1 indicates poor and 5 indicates excellent)

- Knowledge of Church teaching 1 2 3 4 5
- Knowledge of Scripture 1 2 3 4 5
- Ability to teach 1 2 3 4 5

Parish Youth Evangelization Program Evaluation
An online version of this is available on our Office's webpage.

Ability to lead in the following ways:

• One on one (within safe environment)	1	2	3	4	5
• Group settings	1	2	3	4	5
• Willingness to research topical issues	1	2	3	4	5
• Ability to lead small groups	1	2	3	4	5
• Ability to lead large groups	1	2	3	4	5
• Willingness to serve	1	2	3	4	5
• Attitude	1	2	3	4	5
• Punctuality	1	2	3	4	5
• Creativity	1	2	3	4	5

Briefly describe any conflicts that you experience in this ministry that prohibit you from developing it fully:

Recruitment and Development

Describe the process for recruiting new Core team members. What are the criteria for a Core team member and how do you communicate those expectations? How are their skills initially assessed?

Are there Core Job descriptions?	Y	N	Don't Know
Application forms? (If yes, please attach)	Y	N	Don't Know

Spiritual Life and Development

What are the spiritual criteria of the Core team member?

How do you assess this criteria?

Do you encourage daily Mass?	Y	N	Don't Know
Do you encourage them to be in spiritual direction?	Y	N	Don't Know

Community Building

How do you foster community among the Core?

Parish Youth Evangelization Program Evaluation
An online version of this is available on our Office's webpage.

Spirituality?

Socially?

Ongoing Training and Skill Development

What is the plan for building Team/Core member skills with teens?

How do you monitor and assess their skills? How and when do they receive feedback?

How do you discern the gifts of each member? How do you place them in ministry that matches their gifts?

How do you handle and resolve conflicts?

What are the incentives for working with the program? How do you communicate these incentives?

How do you empower/equip Core members to develop their:

- Knowledge of Church teaching: _____
- Knowledge of Scripture: _____
- Ability to teach: _____
- Ability to relate to teens: _____
- One on one (Within Safe Environment Guidelines): _____
- Group settings: _____
- Willingness to research topical issues: _____

Parish Youth Evangelization Program Evaluation
An online version of this is available on our Office's webpage.

- Ability to lead small & large groups: _____
- Willingness to serve: _____
- Attitude: _____
- Punctuality: _____
- Creativity: _____

Goal Setting w/ Core Members

What are your goals for the development of the Team/Core? List the areas that most need improvement within your Core. _____

What is the process for making these goals happen? _____

How do you know if these goals are being met? _____

How is the commitment and/or success of the Team/Core members expressed to the parish community?

What is done regularly to renew and appreciate their commitment of your Team / Core? _____

Leadership

(1 indicates poor and 5 indicates excellent)

Rate the Core's ability to be self-motivated 1 2 3 4 5

What factors determine this rating? _____

In what ways does the Core attitude promote/hinder the spirit of service and participation?

Give examples of how your Team/Core members involve the teens in planning.

Evangelization Skills

Where does most evangelization of teens take place? (Please circle)

Family Church/youth program School Other _____

Parish Youth Evangelization Program Evaluation
An online version of this is available on our Office's webpage.

Are parents utilized in Non-Core Involvement (see above)? Y N Don't Know

Do you provide parent: (Please check all that apply)

Prayer groups

Bible studies

Support groups

Catechesis

Other: (please specify) _____

Sunday Liturgy

Participation

(1 indicates poor and 5 indicates excellent)

Rate your youth participation at Sunday Mass 1 2 3 4 5

Please rate the ability of your liturgy to address the needs of teenagers: 1 2 3 4 5

Why did you give these ratings? _____

Do you have a youth-focused Sunday liturgy? Y N Don't Know

If yes, how often does it meet? _____

Briefly and lovingly, describe any conflicts that you experience in this area that prohibit you from developing it fully.

Social Events

How often do you have social events? _____

List the social events your program has offered over the last three months: _____

How do you determine topics for social events? _____

Informal Gatherings

Does your parish provide an opportunity for teens drop in to the parish? Y N Don't Know

Does your parish have a youth room? Y N Don't Know

What amenities are in this room? _____

Parish Youth Evangelization Program Evaluation
An online version of this is available on our Office's webpage.

What kind of food and refreshments do you offer at your events for teens? _____

Jr. High Faith Formation

Do you have a Jr. High program? Y N Don't Know

How often does it meet? _____

Who facilitates this group? _____

What curriculum is used for it? _____

Do you have a Core team for your Junior High Formation? Describe any recruitment and training they receive.

How do you keep parents informed? _____

Are parents utilized in Non-Core Involvement? Y N Don't Know

Youth Group Meetings

Program Development

(Please base your answers on the size and history of existing program.)

What is the average number of teens per youth group meeting in the past six months?

Please chart the average number of teens per month in your youth program(s) over the last year.

How long have you served at your parish in the youth evangelization program? _____

Describe any turnover in leadership positions. _____

Describe difficulties the program experiences with low numbers, lack of respect or cliques. _____

Parish Youth Evangelization Program Evaluation
An online version of this is available on our Office's webpage.

Briefly describe any conflicts that you experience in this apostolate that prohibit you from developing it fully.

Developing a Semester Theme

How do you pick the semester theme? Who designs it? What resources are utilized in designing it? How is this theme decided? _____

How do you introduce your teens to Jesus? _____

How are they encouraged to follow Him? _____

Do you have a curriculum of catechetical themes? _____

Is it based on the Catechism of the Catholic Church? _____

Are the themes appealing to and meeting the needs of the teens? _____

Do you discuss teen, current and morality issues? How do you pick themes for issue nights? _____

What hot topics or difficult issues have you tackled lately? _____

What special events have you tried to attract new teens? _____

Publicity

How do you inform teens of events, besides church or bulletin announcements? (Please check all that apply.)

- | | |
|--|---------------------------------------|
| <input type="checkbox"/> Flyers | <input type="checkbox"/> Web page |
| <input type="checkbox"/> Inserts | <input type="checkbox"/> Mailings |
| <input type="checkbox"/> Announcements | <input type="checkbox"/> Other: _____ |

Parish Youth Evangelization Program Evaluation
An online version of this is available on our Office's webpage.

At your parish, how does facility usage or lack thereof, affect your scheduling? _____

How does your schedule reflect social, school, secular calendars? How much do these influence planning?

Presentation

(1 indicates poor and 5 indicates excellent)

Rate the effectiveness of your youth group meetings 1 2 3 4 5

Why did you give your youth group meetings this rating? _____

What rating would your teens give your youth group meetings? 1 2 3 4 5

When tackling the topic, how do you know if it appeals to a teenager? _____

Introduction of Night/Gathering

How do you bring teens into the night? Do you: (Please check all that apply.)

- Introduce new teens weekly
- Use an opening prayer
- Use video
- Use skits
- Use interactive ice-breakers

List examples of what you do for the Introduction/Gather: _____

Teaching/Proclaim

What forms of presentation do you find most effective (circle)?

Monologues Dialogues Videos Debates Involving the teens in some way

What forms have not worked as well for you, and why? _____

Parish Youth Evangelization Program Evaluation
An online version of this is available on our Office's webpage.

Who does the teachings? _____

Give examples of how you present your teachings: _____

Small Group Discussion/Break

Do you creatively give them opportunities to reflect on the presentation? _____

Are there opportunities for depth/reflection/sharing? _____

Give examples of what you do for Small Group Discussions/Break: _____

Challenge at end of Meetings/Send

What forms of prayer do you find most effective? _____

How often do you use:

- | | | | | |
|-------------------|-------|--------|--------------|-------|
| • Adoration | never | seldom | occasionally | often |
| • Scripture study | never | seldom | occasionally | often |
| • Rosary | never | seldom | occasionally | often |
| • Contemplative | never | seldom | occasionally | often |
| • Charismatic | never | seldom | occasionally | often |

What forms of prayer have not worked as well, and why? _____

What kind of information do you give out to teens on a weekly basis? (Please check all that apply.)

____ Scripture calendars

____ Prayer cards

____ Inspirational sayings

____ Contact or crisis numbers

____ Info pamphlets about the Faith

Other: _____

Do your teens walk away from the night with: (Please check all that apply.)

____ A deeper understanding of Christ

____ A deeper understanding of the Church

____ The resolution to become more Christ-like in their daily lives

____ Excitement to come back next week

____ A mission

How can you tell? _____

Parish Youth Evangelization Program Evaluation
An online version of this is available on our Office's webpage.

Give examples of what you do for the Challenge/Send: _____

Environment

Describe in detail your meeting facility. (Include approx. size, windows, outlets, type of flooring, decor, etc.)

What does a normal set-up consist of on an average night? (Time, props, practice, etc.) _____

How long does it take to set up? _____

How often do you change the space? How do you change it? _____

List the audio/visual equipment at your disposal. (Video cameras, stereo equipment, etc.) _____

Describe, as best you can, the lighting and number of lighting units. _____

How conducive is the environment to the following: (explain)

Introduction/Gather: _____

Teaching/Proclaim: _____

Small Groups, etc./Break: _____

Challenge/Send: _____

Rate the effectiveness of your environment on your youth group meetings (1 indicates poor and 5 indicates excellent)
1 2 3 4 5

Parish Youth Evangelization Program Evaluation
An online version of this is available on our Office's webpage.

Retreats

In the past year, list all the retreats that were available to High School teens in your youth program.

Rate the quality of your retreats. 1 2 3 4 5

Why did you give your retreats this rating? _____

What rating would your teens give your retreats? 1 2 3 4 5

Briefly describe the impact the retreats had on the overall youth program. _____

How do you prolong the 'spirit' after the weekend? (Please check all that apply.)

- T-Shirts or other gifts
- Video
- Retreat song
- Letters addressed to selves (mailed at later date)
- Days of renewal
- Potluck dinner setup by parents
- Other: _____

Section II: Catechesis

Mentor

Do teens who want to grow deeper in their faith have mentors who help them live the Christian life? _____

If yes, describe how mentors are used in your program. _____

Public Blessing #1

Do you provide a ceremony at the Sunday liturgy (or at another time) where teens are publically recognized for their desire to grow deeper in the Faith? _____

Intensive Catechesis Opportunities

Do you offer opportunities for teens to go deeper in their faith and walk with Jesus, such as weekly bible studies, catechism studies, etc? _____

If yes, what do you do? _____

Section III: Purification and Enlightenment

Opportunities for Spiritual Formation

Do you take advantage of the season of Lent to present topics preparing teens for Easter? _____

What do you do? _____

Do you encourage teens to attend the Easter Triduum? _____

Do you provide opportunities for teens to grow in the spiritual life and devotional life? (Ex: providing times of prayer, adoration, saying to rosary, praise and worship, liturgy of the hours, etc.?) _____

What do you do? _____

Section IV: Mystagogia

Community Service / Missionary Opportunities / Pilgrimages for Teens

What opportunities do the teens have to serve in the local community? _____

What opportunities are there for teens to serve within your own parish? _____

How important is service to your program? (1 indicates poor and 5 indicates excellent)
1 2 3 4 5

Parish Youth Evangelization Program Evaluation
An online version of this is available on our Office's webpage.

- | | | | |
|--|---|---|---------------|
| • Partnering with a Catholic University to hold a satellite theology course for recent high school graduates | Y | N | Would like to |
| • Pilgrimage to World Youth Day | Y | N | Would like to |
| • Pilgrimage to Rome | Y | N | Would like to |
| • International mission trips | Y | N | Would like to |
| • Vocations retreat | Y | N | Would like to |
| • Assist in soup kitchens, homeless shelters and other agencies that focus on the corporal works of mercy | Y | N | Would like to |
| • Having the teens share their testimonies at all the Sunday Masses at their parish | Y | N | Would like to |
| • Special events during the Freshman year of college, such as reunion retreats/gatherings during holidays | Y | N | Would like to |

Sacramental Preparation

Do you offer:

- | | | | |
|--|---|---|---------------|
| • A teen initiation process (RCIT) based on the stages of the Young Apostles Formation | Y | N | Would like to |
| • A teen Confirmation process based on the stages of the Youth Apostles Formation | Y | N | Would like to |

What type of formation do you offer teens in helping them to discern their vocation? (Please explain)

Marriage: _____

Priesthood: _____

Religious Life: _____

Section V: Administration

Vision (The principles that guide the program)

In one paragraph, please write a statement of the vision of the youth evangelization program of your parish.

Planning

How effective is your planning process in helping you to meet the vision of your youth evangelization efforts?

What is the process by which you plan your program activities? _____

How far in advance do you plan before an event or night is implemented? _____

How often does planning happen and in what form? Who has input? (Pastor/Associate? Pastoral council? Youth Evangelization Board? Teens Advisory Board?) _____

How do you obtain information on which the program is planned? (Evaluations, suggestion box,) By whom (teens, staff, community)? _____

What are your biggest professional obstacles to developing your program? _____

Briefly describe any conflicts that you experience in this ministry that prohibit you from developing it fully.

Interaction with Other Parish Programs

How does the history of the parish and or your youth program affect the growth of your youth program?

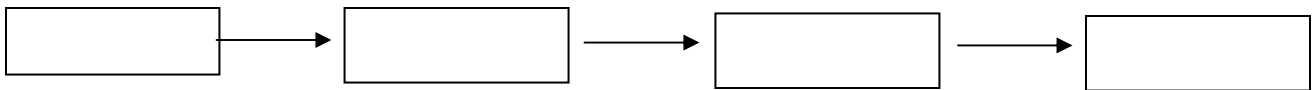
Parish Youth Evangelization Program Evaluation
An online version of this is available on our Office's webpage.

With whom in the parish do you collaborate? _____

With whom do you have the potential to conflict? _____

Is there a mission statement of the parish, catechetical ministries, and other ministries? How are they related? How does your program fit in with them? _____

Hierarchy



Please complete the flow chart of authority and responsibility of your parish and youth evangelization staff.

Influences

With which other groups/ministries does your youth ministry impact? (Please check all that apply.)

- Teens
- Staff
- Parents/family
- Community business
- Schools
- Youth Crisis services
- Vicariate/Deanery
- Diocese
- Local Community
- Young Life
- Other _____

Can you think of other areas your ministry needs to better impact/influence? _____

Funding

What are the sources of funds for the program? (Please check all that apply.)

- Parish budget
- Registration fees
- Fundraising
- Private/corporate donation
- Other: _____

Parish Youth Evangelization Program Evaluation
An online version of this is available on our Office's webpage.

What line items are included in the youth evangelization budget? (Please check all that apply.)

- | | |
|--|--|
| <input type="checkbox"/> Youth group meetings | <input type="checkbox"/> Supplies |
| <input type="checkbox"/> Retreats | <input type="checkbox"/> Staff development |
| <input type="checkbox"/> Capital expenses | <input type="checkbox"/> Resources |
| <input type="checkbox"/> Evangelization/outreach | <input type="checkbox"/> Support materials |
| <input type="checkbox"/> Publicity | <input type="checkbox"/> Other _____ |

Please list any parts of the program that are limited due to lack of funds. _____

What is the plan to make up that lack? _____

What is the process for planning your budget? _____

Thank you for your participation. May God bless you, your parish and your teens.

Sunday Liturgy Evaluation

Sunday Liturgy

Participation

(1 indicates poor and 5 indicates excellent)

Rate your youth participation at Sunday Mass. 1 2 3 4 5

Please rate the ability of your liturgy in
addressing the needs of teenagers: 1 2 3 4 5

Why did you give these ratings? _____

Do you have a youth-focused Sunday liturgy? Y N Don't Know

If yes, how often does it meet? _____

Briefly and lovingly, describe any conflicts you experience in this area that prohibit you from developing it fully.

Liturgical Ministries

Greeters/Hospitality

At the Mass, are there Ministers of Hospitality? Y N Don't Know

- If yes: (Please check all that apply.)
- _____ The greeters outgoing people
 - _____ They assist the assembly in distributing song sheets
 - _____ They are well dressed
 - _____ They are sincere in their welcoming
 - _____ They are stationed at all the entrances

At the Mass, is there a welcome by the celebrant? Y N Don't Know

- If yes: (Please check all that apply.)
- _____ The assembly greets each other
 - _____ There is a music warm-up
 - _____ The assembly participates in the warm up
 - _____ It is effective in fostering participation

Lectors

What is the process of ensuring lectors are rehearsed and prepared? _____

Parish Youth Evangelization Program Evaluation
An online version of this is available on our Office's webpage.

Are the lectors: (Please check all that apply.)

- Trained
- Well dressed
- On a schedule

How long before a liturgy do they know their assignments? _____

Do they have a roster of replacement lectors? _____

How long before liturgy begins do they arrive? _____

Eucharistic Ministers

What is the process of ensuring the Eucharistic Ministers are prepared? _____

Are the Eucharistic Ministers: (Please check all that apply.)

- Trained
- Well dressed
- On a schedule

How long before a liturgy do they know their assignments? _____

Do they have a roster of replacements? _____

How long before liturgy begins do they arrive? _____

Altar Servers

What is the process of ensuring the altar servers are prepared? _____

Are the Altar servers: (Please check all that apply.)

- Trained
- Well dressed
- On a schedule

How long before a liturgy do they know their assignments? _____

Do they have a roster of replacements? _____

How long before liturgy begins do they arrive? _____

Gift Bearers

What is the process of ensuring the gift bearers are prepared? _____

Are the Gift Bearers: (Please check all that apply.)

- Trained
- Well dressed
- On a schedule

Environment of Church Building

If your Mass is sparsely attended, how do you encourage a communal sense of participation? _____

Does the celebrant invite assembly to sit closer? Y N Don't Know

Does the worship space look: (Please check all that apply.)

- _____ Attractive
- _____ Welcoming
- _____ Clean
- _____ Prayerful
- _____ Appropriate to the Liturgical Season

Homily

- Does it specifically address teens in some way? Y N Don't Know
- Does it appeal to teens? Y N Don't Know
- Does it keep people's attention? Y N Don't Know

How does it challenge assembly/teens to live for Christ on a deeper level? _____

Are the following used in Mass: (Please check all that apply.)

- _____ Props
- _____ Slides
- _____ Skits
- _____ Videos
- _____ Other: _____

Music

Music Leader

Does/Is the music leader: (Please check all that apply.)

- _____ Have a sense of liturgical appropriateness
- _____ Train musicians in prayer
- _____ Have a voice that is easy to follow
- _____ Have a voice generates enthusiasm
- _____ A person of prayer
- _____ A lover of Eucharist
- _____ Comfortable before the assembly
- _____ Display good leadership skills
- _____ Well-organized
- _____ A good manager others

List the instruments your music group uses: _____

Parish Youth Evangelization Program Evaluation
An online version of this is available on our Office's webpage.

Is the sound/sound set up: (Please check all that apply.)

- Difficult to understand
- Done well in advance of musician practice
- Incorporating enthusiastic/responsible volunteers

Is there a sound crew for set-up/tear down? _____

If yes, who makes up that crew? _____

Is there a qualified adult sound engineer who: (Please check all that apply.)

- Has received adequate training:
- Understands how to mix sound
- Can handle problems/troubleshooting

Music Selection

Does the music: (Please check all that apply.)

- Reflect the liturgical season
- Tie in with homily
- Reflect a style that appeals to teens
- Set the moods during the gather, proclaim, break and send
- Set a prayerful environment during the gathering
- Reflect the reverence of the Proclamation of the Word during the Psalm
- Send forth the assembly effectively

If the Psalm is signed:

- Is it signed well
- Has it been rehearsed
- Are the teens well-dressed

Is the Communion music:

- Easy to sing
- Eucharist in theme
- Contain a Post-Communion meditation

Does your song selection have:

- Too many new songs
- Too much repetition
- Songs that need to be changed/take a rest

How often do you introduce new ones/change the old ones? _____

Are the Mass parts:

- Easy to sing
- Changed by liturgical season

Please list your current Mass parts (composer/title):

Gloria: _____

Gospel Acclamation: _____

Holy, Holy, Holy: _____

Memorial Acclamation: _____

Parish Youth Evangelization Program Evaluation
An online version of this is available on our Office's webpage.

Great Amen: _____

Our Father: _____

Lamb of God: _____

Worship Aides

Do you use: (Please check all that apply.)

_____ Song sheets

_____ Music books

_____ Other: _____

Is/Does the material you produce:

_____ Easy to read

_____ Attractive

_____ Include color

_____ Include clip art

_____ Other: _____

How else do you encourage full, conscious active participation in the Liturgy? _____

Parish Youth Evangelization Program Evaluation
An online version of this is available on our Office's webpage.