**Parish Catechetical Leader Self Reflection Questions**

**& Goal Worksheet**

Use these questions to help develop goals.

* **CATECHIST FORMATION**
* Are you professional in dealing with catechists?
* Are you pastoral in dealing with catechists?
* Do catechists attend on-going formation opportunities at your encouragement?
* Do your catechists cover the material expected to be taught in the diocesan religion curriculum?
* Do you help catechists relate the religion content to their and the student’s experience of daily life?
* Do you encourage catechists to know the various methodologies to best teach and form students in the Catholic Faith Tradition?
* Do you help catechists know how to adapt methods to the ability levels and learning styles of students?
* How well do you direct the catechists in the lessons you wish to impart from the diocesan curriculum?
* How well do you and your catechists know the stages of faith development and where your students are in this development?
* Do you involve catechists and gain their interest in on-going formation, planning activities, etc.?
* **PERSONAL ON-GOING FORMATION**
* To what extent are you committed to your own on-going growth in faith?
* List classes, workshops, conferences, etc. that you have attended within this past year.
* What kinds of skills do you need the most practice or information in order to be better at your ministry?
* List the retreats or prayer days that you have participated in over the past year.
* Do you have membership in a professional catechetical organization such as DAPCA or NCCL?
* What kind of professional reading and study have you done in the past year on catechetical issues?
* **PLANNING**
* Are you willing to be open to new ways of being church and share with other parish staff members?
* Are goals and objectives clearly tied to the parish mission? Are these goals and objectives communicated to the catechists? Do you give the pastor and supervisor a report on the progress of these goals?
* How well do you manage time?
* How well do you facilitate meetings with catechists?
* Do you set clear agendas for meetings?
* Do you supervise the catechists? Explain the process.
* Do your catechists have a handbook with expectations, policies, discipline plan, etc.?
* **COMMUNICATION**
* How well do you communicate with parish staff, parents, catechists? Give examples.
* Is your written communication professional and clear?
* How do you receive feedback from others - that which is affirming and that which is challenging?

**Choose two goals and state strategies for each goal.**

**Goal #1** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**State action steps to meet this goal. Choose specific and measurable action steps.**

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**Goal #2** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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(Signature of Parish Catechetical Leader) (Date)

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(Signature of Pastor) (Date)