

**SUPERVISOR EVALUATION
FALL SEMESTER: PARISH PRACTICUM**

DUE DATE: Monday, December 1, 2003

MINISTRY PLACEMENT _____

SUPERVISOR _____

STUDENT'S NAME _____

The Supervisor's evaluation packet consists of

1. Supervisor's Questionnaire
2. Four (4) Staff/Parishioner Questionnaires
3. Student self-evaluation

Please

- respond to the supervisor questionnaire
- collect responses from two staff members
- collect responses from two parishioners
- read through and attach the student self-evaluation
- review the completed evaluations
- add any final comments
- sign this form and the student evaluation form

Can you please return this form and the completed evaluations to the seminary no later than Monday, December 1, 2003.

PLEASE ATTACH ALL EVALUATION PAGES TO THIS COVER SHEET

We have both read all of the attached evaluation material:

STUDENT

DATE

SUPERVISOR

DATE

SUPERVISOR'S FALL EVALUATION: PARISH PRACTICUM
STUDENT NAME: _____

1. Has the student's grown in relation to his learning goals and objectives as stated in the Learning Agreement?

2. What gifts and strengths does the student bring to the placement?

3. What areas or issues for further growth should the seminary be aware of?

SUPERVISOR'S FALL EVALUATION: PARISH PRACTICUM
STUDENT NAME: _____

4. Describe the challenges and opportunities of the supervisory process.

5. Is the placement a setting in which the student can meet their learning goals?

SUPERVISOR'S FALL EVALUATION: PARISH PRACTICUM
STUDENT NAME: _____

PERSONAL QUALITIES	Outstanding	Good	Fair	Poor	Not Observed
Dedication to Church					
Sincerity					
Generosity					
Ability to make logical decisions					
Quality of judgments					
Reaction to frustration and opposition					
Ability to execute wishes of authority					
Loyalty towards his associates					
Ability to adjust to change					
Strength of faith					
Consideration of others					
Ability to originate and act upon ideas of his own					
Manners					
Prudence					
Willingness to do what is needed					
PERSONAL BEHAVIOR	Always	Frequently	Rarely	Never	Not Observed
Comfortable with new situations					
Willing to take appropriate risks					
Generally calm, relaxed, and composed					
Able to work independently					
Uses his talents					
Listens to and values the opinions of others					
Flexible					
Accepts constructive criticism					
Can be relied on to carry out assignments					
Shows imagination in dealing with problems					
Is organized					
Is industrious					
Considers consequences before acting					
Sensitive to the feelings and needs of others					
Able to laugh at himself					
Friendly and warm					

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STUDENT NAME: _____

PROFESSIONAL MATURITY	Always	Frequently	Rarely	Never	Not Observed
Protects confidentiality					
Can work under pressure					
Is calm in unexpected situations					
Manages time wisely					
Prepares adequately for each task					
Finds and uses appropriate resources					
Maintains appropriate personal appearance in professional life					
WORKING WITH OTHERS					
Helps others participate during meetings					
Helps groups to achieve their goals					
Facilitates small group meetings effectively					
Works collegially with priests as colleagues					
Works effectively with religious women					
Works effectively with lay ministers					
Works effectively with volunteers					
LEARNING					
Is open to learning					
Reflects on ministry experience					
Learns from experience of others					
Takes praise well					
Can admit lack of knowledge/ability					
Builds on his strengths					
Attempts to overcome his weaknesses					
Is open to explore his own motivation for ministry					
Accepts supervisory sharing, challenging, evaluating					
HOMILIES/REFLECTIONS					
Theologically sound					
Well structured					
Imaginative					
Well prepared					
Well presented					
Engaging					
Appropriate length					
Reflective of the scriptures					
Appropriate to audience					