



CATECHETICAL OFFICE
ARCHDIOCESE OF NEW YORK
www.nyfaithformation.org

OBSERVATION/EVALUATION OF PARISH CATECHIST'S LESSON

Before the Observation:

1. The catechist is given a copy of the Observation/Evaluation Form.
2. The catechist is told when the observation will take place.

After the Observation

1. The catechist is given a copy of the completed Observation/Evaluation
2. A meeting of the catechist and the observer is scheduled to discuss the observation and the evaluation of the lesson.
3. The catechist keeps a copy of the completed form; a copy of it is kept in her/his file.
4. When the catechist applies for certification, a copy of the observation/evaluation is sent to the Regional Director with the Application for Certification

Catechist Name: _____

Years as a catechist: _____ Date of Observation: _____

Grade Level: _____ Number of Students _____

Class is held in:(check)

Classroom _____ Church _____ Other (specify) _____
Auditorium _____ Basement _____

Length of session _____ minutes Day _____ Time _____

Other significant factors that impact catechesis: _____

Textbook: _____

TITLE

PUBLISHER

YEAR

Lesson in progress: _____

Concept being explained: _____

Materials used in the lesson (check):

Textbook _____	Bible _____	Filmstrip _____
Workbook _____	Music _____	Pictures _____
Blackboard _____	Video _____	Other (specify _____)

Skills that were exercised (check):

Reflection on Scriptural Passage _____	Discussion _____
Development of a basic concept _____	Storytelling _____
Memorization _____	Creative Activities _____

Other (specify) _____

Circle the percentage of time for student activity: 20% 40% 60% 80%
(Ideal catechist-student ratio: 20%/80%,)

The catechist: (check)

created a climate of respect and kindness	_____
was enthusiastic	_____
possessed a knowledge of the material	_____
gave clear, simple directions	_____
controlled the group with positive discipline	_____
encourage student participation	_____
applied lesson to life of the students	_____
created an atmosphere for prayer	_____
used a class assistant wisely (if one is present)	_____

The catechist had: (check)

a lesson plan	_____
Archdiocesan Guidelines	_____
display of students' work	_____
special place for the Bible	_____

Commendable aspects of the lesson: _____

Recommendations: _____

Suggestions for implementing the recommendations: _____

Catechist: _____ Date: _____

Signature

Observer: _____ Date: _____

Signature

Position _____