

Archdiocese of Galveston-Houston
DEACON MINISTRY EVALUATION
For period _____ through _____

Deacon's Name: _____

The deacon and his ministry supervisor should each complete this ministry evaluation form. After both have considered the ministry of the deacon, they should hold a joint meeting to discuss their evaluation. This meeting would then be a prelude to clarifying the ministerial expectations for the following year. The intention of this evaluation is to insure that open communications are continuing between the ministry supervisor and the deacon. Furthermore, through honest evaluation, this process is intended to help the deacon grow in his skills and in the service he renders to the people of the Archdiocese through his assignment.

	Exceeds Expectations	Fulfills Expectations	Requires Attention
Ministry of the Word			
1. <u>Preaching</u> — content of the deacon's homilies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. <u>Preaching</u> — delivery of the deacon's homilies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. <u>Theological preparation</u> : continuing theological reflection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ministry of the Liturgy			
4. <u>Liturgical presence</u> and comfort with the liturgy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. <u>Presiding</u> : skills in leading the community at prayer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. <u>Flexibility</u> : ability to adapt in the context of liturgy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ministry of Charity			
7. Concern for the marginalized: for those in need	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Advocacy: stance on behalf of the poor and marginalized	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Administration: ability to organize and lead activities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Integration of Ministry, Marriage and Work			
10. As a norm, maintains a balance of ministry and marriage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Has the ability to judge when he is overextended	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ecclesial Minister			
12. Understands the mission of the parish and his ministry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Has excellent relationships with those he serves	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Understands the key issues and trends in his ministry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(Please continue on reverse side)

	Exceeds Expectations	Fulfills Expectations	Requires Attention
Ministry Skills			
15. Is aware of his own feelings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. Has the ability to learn from his supervisor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17. Participates in collaborative ministry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18. Deals with emergencies appropriately and effectively	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19. Has the ability to listen to the concerns and pains of others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20. Is willing to take the initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21. Is able to relate to other staff members, deacons, priests	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Man of Prayer

22. Has continued to develop his spiritual/prayer life	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
23. The deacon prays well with others — spontaneously/as needed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
24. The deacon's ability to lead prayers at meetings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
25. The deacon's knowledge/comfort with the Liturgy of Hours	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

26. The deacon's most outstanding qualities are:

27. The deacon needs to improve his ministry by:

28. Specific activities recommended for the coming year intended to help the deacon to improve his ministry.

Signature of Deacon Date

Signature of Pastor/Supervisor Date

Please return of **OFFICE OF THE PERMANENT DIACONATE**, 9845 Memorial Drive, Houston, TX 77024