

Ministry Review by Pastor/Supervisor **Repaso Ministerial Por el Párroco/Supervisor**

(Pastor/Deacon Dialogue Form) (Formulario De Diálogo—Párroco/Diácono)

Purpose: This dialogue, which includes the Pastor's written recommendation, is required by the Office for Deacons in order to complete the request for the Renewal of Faculties.

Propósito: Este diálogo, que incluye la recomendación escrita por el Párroco, es requerido por la Oficina para Diáconos para completar la petición de la Renovación de Facultades.

Deacon/Diácono: _____ Pastor/Párroco: _____

Parish/Parroquia: _____ Date/Fecha: _____

I. Possible Diaconal Ministries/Posibles Ministerios Diaconales

A. Please check the top **five responsibilities** you would like the deacon to assume:
Por favor indique las 5 responsabilidades que usted quisiera que el diácono asumiera:

R.C.I.A. <i>RICA</i>	Preaching <i>Predicación</i>	Baptismal Preparation <i>Preparación Bautismal</i>
Confirmation Preparation <i>Preparación para la Confirmación</i>	Eucharistic Preparation <i>Preparación para la Eucaristía</i>	Marriage Preparation/ <i>Preparación para el Sacramento del Matrimonio</i>
Parish Council Meetings <i>Juntas del Concilio Parroquial</i>	Staff Meetings <i>Juntas de Empleados</i>	Parish Social Events <i>Eventos Sociales de la Parroquia</i>
Annulment Process <i>Proceso de Anulación</i>	Outreach to the poor <i>Asistencia a los pobres</i>	Youth Retreat <i>Retiros para jóvenes</i>
Catechetical programs for children & Youth/ <i>Programas de catequesis para niños y jóvenes</i>	Outreach to the elderly <i>Asistencia a los ancianos</i>	Ministry to the Handicapped <i>Ministerio para las personas discapacitadas</i>
Troubled Youth <i>Jóvenes con problemas</i>	Ministry to the sick <i>Ministerio a los enfermos</i>	Prison Ministry <i>Ministerio con los Encarcelados</i>
Bible Study Group <i>Grupo de estudio de biblia</i>	Pro—life Activities <i>Actividades de Pro-Vida</i>	Justice Issues <i>Asuntos de Justicia</i>
Visitation of the sick <i>Visitar a los enfermos</i>	Civic involvement <i>Involucrarse en los asuntos cívicos</i>	Prayer Group <i>Grupo de Oración</i>
Remembering Church/ <i>Ministerio para personas que se vuelven a reintegrar a la iglesia</i>	Ministry to the bereaved <i>Ministerio para las personas que han perdido a un ser querido</i>	Ministry to widowed, divorced <i>Ministerio para las personas que son divorciadas o viudas</i>
Staff Renewal Days, Retreats <i>Retiros de Renovación para empleados</i>	Family Ministry <i>Ministerio de Familias</i>	Adult Education <i>Educación para adultos</i>
Leadership Training <i>Entrenamiento de liderazgo</i>	Liturgy Committee <i>Comité de Liturgia</i>	Altar Servers <i>Acólitos</i>
Marriage Encounter <i>Encuentro Matrimonial</i>	Cursillo Team <i>Equipo de Cursillo</i>	Small Faith Communities <i>Comunidades Pequeñas de Fe</i>
Drug/Alcohol Programs <i>Programas de rehabilitación de drogas y alcohol</i>	Other <i>Otros</i>	Quinceañera <i>Preparación de Quinceañera</i>

B. Dialogue between Pastor and Deacon/Diálogo entre el Párroco y el Diácono

1. Does the Deacon's priorities in ministry match yours?

¿Cree que las prioridades ministeriales del diácono son iguales a las suyas? ___ Yes/Si ___ No

2. In your opinion is he taking on too many responsibilities?

En su opinión, ¿está él asumiendo demasiadas responsabilidades? ___ Yes/Si ___ No

3. Does the deacon participate in a yearly retreat as required? *¿Participa el diácono en un retiro anual? ___ Yes/Si ___ No*

4. Please evaluate the deacon

Exceeds Expectations Fulfills Expectations Requires Attention

Ministry of the Word

- | | | | |
|---|--------------------------|--------------------------|--------------------------|
| a. Preaching – content of the Deacon's homilies | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Preaching – delivery of the deacon's homilies | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Theological preparation: continuing theological reflection | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Ministry of the Liturgy

- | | | | |
|---|--------------------------|--------------------------|--------------------------|
| a. Liturgical presence, movement and comfort with the liturgy | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Presiding: skills in leading the community in prayer | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Flexibility: ability to adapt in the context of liturgy | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Ministry of Charity

- | | | | |
|--|--------------------------|--------------------------|--------------------------|
| a. Concern for the marginalized: for those in need | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Advocacy: stance on behalf of the poor and marginalized | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Administration: ability to organize and lead activities | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Integration of Ministry, Marriage and Work

- | | | | |
|---|--------------------------|--------------------------|--------------------------|
| a. Able to maintain a balance between ministry, marriage & work | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Has the ability to judge when he is overextended | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Ecclesial Ministry

- | | | | |
|---|--------------------------|--------------------------|--------------------------|
| a. Understands the mission of the parish and his ministry | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Has excellent relationships with those he serves | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Understands the key issues and trends in his ministry | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

5. Please indicate the ministries/activities the deacon has participated in this past year and those you want him to participate in during the coming year

Deacon as Servant of the Word: Evangelizing, Preaching, Teaching, Catechesis

	Past year	Next 12 Months
a. Homilies at Sunday Mass	<input type="checkbox"/>	<input type="checkbox"/>
b. Homilies at Daily Liturgies	<input type="checkbox"/>	<input type="checkbox"/>
c. Responsible for R.C.I.A.	<input type="checkbox"/>	<input type="checkbox"/>
d. Adult Formation/Education	<input type="checkbox"/>	<input type="checkbox"/>
e. Religious Education	<input type="checkbox"/>	<input type="checkbox"/>
f. Marriage Preparation	<input type="checkbox"/>	<input type="checkbox"/>
g. Pre-Baptism Preparation	<input type="checkbox"/>	<input type="checkbox"/>
h. Confirmation Preparation	<input type="checkbox"/>	<input type="checkbox"/>
i. Ecumenical Functions	<input type="checkbox"/>	<input type="checkbox"/>
j. Conducting retreats, renewal programs	<input type="checkbox"/>	<input type="checkbox"/>
k. Other Catechetical Ministry	<input type="checkbox"/>	<input type="checkbox"/>

Deacon as Servant of the Liturgy: Liturgical/Sacramental responsibilities

	Past year	Next 12 Months
a. Assist at Eucharist	<input type="checkbox"/>	<input type="checkbox"/>
b. Conduct Communion Services in Absence of a Priest	<input type="checkbox"/>	<input type="checkbox"/>
c. Witness Marriages	<input type="checkbox"/>	<input type="checkbox"/>
d. Preside at Baptisms	<input type="checkbox"/>	<input type="checkbox"/>
e. Preside at Vigil Services/Rosaries	<input type="checkbox"/>	<input type="checkbox"/>
f. Preside at Funerals	<input type="checkbox"/>	<input type="checkbox"/>
g. Preside at Graveside Services	<input type="checkbox"/>	<input type="checkbox"/>
h. Preside at Liturgy of the Hours	<input type="checkbox"/>	<input type="checkbox"/>
i. Preside at Eucharistic Adoration/Benediction	<input type="checkbox"/>	<input type="checkbox"/>
j. Administer the Church's Sacramentals	<input type="checkbox"/>	<input type="checkbox"/>
k. Preside at Quinceañera Celebrations	<input type="checkbox"/>	<input type="checkbox"/>

II. Ministerial Covenant/Compromiso Ministerial

1. Does the Ministry Covenant include:/Incluye el Compromiso Ministerial:

_____ Expenses for formation programs required by the diocese, v.g.,retreat.*
*Gastos para los programas de formación requeridos por la diócesis, por ejemplo, el retiro.**

*See Policy Handbook, # 700.5.8

_____ Estimation of time commitments?/¿Tiempo calculado de compromisos?

_____ Clear description of the deacon's responsibilities?
¿Descripción detallada de las responsabilidades del diácono?

_____ Some involvement in the Ministry of Justice? /¿Alguna participación en el Ministerio de Justicia?

2. How often do you meet with this deacon:/¿Con que frecuencia se encuentra con este diácono?

_____ Daily/Diariamente _____ Weekly/Semanalmente _____ Monthly/Mensualmente

3. In what ways does the deacon's spouse serve the parish? / ¿De qué manera ayuda la esposa del diácono, en la parroquia?

III. Pastor's Recommendation/Recomendación del Párroco

What is your recommendation regarding this deacon's request for renewal of faculties?
¿Cuál es su recomendación con respecto a la petición del diácono para la renovación de facultades?

Signature of the Pastor/ Supervisor~ *Firma del Párroco/Supervisor*

Please return this form to: **Office for Deacons**
Favor de enviar esta forma a la: **Oficina para Diáconos**
1201 East Highland Avenue, San Bernardino, CA 92404