

RELIGIOUS EDUCATION LEADERSHIP

HIRING A RELIGIOUS EDUCATION LEADER

PARISH NEEDS ASSESSMENT

CONCERNING A PARISH RELIGIOUS EDUCATION LEADER

(completed by the pastor, education committee of the parish council and search committee; then compare)

PART I CHECK ALL A RELIGIOUS EDUCATION PROFESSIONAL SHOULD DO FOR THE PARISH.

A. AS AN ADMINISTRATOR

- ☐ Lead the formal religious education programs in the parish
- ☐ Be implementer of policies passed by the Pastoral Council
- ☐ Be resource person regarding religious education on the Administrative Team (Pastor, Principal)
- ☐ Assess the needs and interests of parishioners
- ☐ Plan and organize programs
- ☐ Manage grade level religious education programs
 - ☐ Pre-School
 - ☐ Elementary
 - ☐ Junior High
 - ☐ Senior High
 - ☐ Adult Education
- ☐ Sacramental Preparation Programs
 - ☐ Baptism
 - ☐ First Reconciliation
 - ☐ First Eucharist
 - ☐ Confirmation
 - ☐ Marriage
 - ☐ RCIA
- ☐ Participate in evaluation of religious education programs
- ☐ Recruit Catechists
- ☐ Place Catechists in grade or section levels
- ☐ Supervise Catechists
- ☐ Report regularly to the Pastoral Council
- ☐ Submit a budget and be accountable for its proper administration
- ☐ Motivate catechists and adult leaders
- ☐ Develop and operate a resource center for catechists and parishioners
- ☐ Facilitate a community of faith among the catechists
- ☐ Organize Small Christian Communities

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B. AS A MINISTER

- ☐ Visit families
- ☐ Participate in special parish liturgies
- ☐ Work with various apostolic efforts
- ☐ Plan liturgies
- ☐ Plan communal penance services

C. CONSULTANT

- ☐ Give advice on religion textbooks
- ☐ Provide appropriate media for catechists and parish
- ☐ Work on curriculum in planning, implementation & evaluation
- ☐ Bring in outside resource people when necessary
- ☐ Alert staff to workshops and other in-service training
- ☐ Provide in-service teacher training related to certification or continuing education of catechists

D. PUBLIC RELATIONS

- ☐ Attend functions in the civic community
- ☐ Be on ecumenical and other Church committees
- ☐ Relate to diocesan offices
- ☐ Relate to regional religious education groups
- ☐ Relate to statewide religious education association
- ☐ Relate to national religious education association
- ☐ Gather necessary data for diocesan and community agencies

E. OTHER FUNCTIONS (NOT LISTED ABOVE)

PART II.

List the ten most important needs of the parish that a Religious Education Leader must respond to immediately. Number these in order of importance ("1" being the highest priority).

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

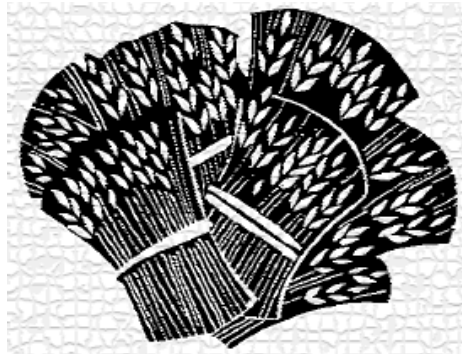
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PART III.

What does the parish realistically expect of a Religious Education Leader? Please try to state goals and ideals yet stay within the boundary of “realistic.”



(Adapted from the Archdiocese of Indianapolis - Needs Assessment)