



Diocesan NFP Teacher Observation & Evaluation Form 5b

NFP Program, Secretariat for Laity, Marriage, Family Life and Youth, United States Conference of Catholic Bishops; 3211 4th St., NE, Washington, DC 20017; 202-541-3240; nfp@uscgb.org.

(Arch)Diocese: _____

Teacher Candidate's Name: _____

Observer's Name and Title: _____

If applicable, Second Observer's Name and Title: _____

Date(s) of Observation(s): _____

NFP Curriculum: _____

This form is a required step in the formal process of evaluation according to the *Standards for Diocesan NFP Ministry (Standards)*. It can also be used by the diocesan NFP teacher for internal teacher evaluation. The purpose of the form is to evaluate the NFP teacher while he/she is teaching in real time and in accordance with Section II (Standards for Diocesan NFP Teachers), of the *Standards*. This process gives both the diocesan NFP coordinator and the teacher a means to assess the teacher's capabilities, discover strengths, and acknowledge areas that need development.

The person conducting the teacher observation should be the diocesan NFP coordinator. An effective observation will be accomplished if the diocesan NFP coordinator is an experienced NFP teacher. If the diocesan NFP coordinator is not an NFP teacher, a master teacher can be recruited to help with the observation; however, the diocesan NFP coordinator must be present in the observation. This is to support not only a strong process of teacher evaluation, but also to foster deeper understanding on the part of the diocesan NFP coordinator of the NFP teacher and the issues that adult students present in NFP education.

After the observation, the teacher should receive a copy of the completed form for review and, if needed, be given the opportunity to record his/her comments as an attachment to the form.

The teacher observation may be accomplished in one or several teaching sessions either live or virtual or a hybrid of both. Upon completion of the observation, a review meeting should be scheduled by the diocesan NFP coordinator with the NFP teacher. All completed forms should be kept in diocesan NFP teacher files.

In order to ensure that the review progresses smoothly, please be clear in each response below. If assistance is needed, contact the NFP Program at: 202-541-3240; nfp@uscgb.org.

Section II, Standards for Diocesan NFP Ministry

- B.1 The integration of Catholic teaching regarding human sexuality, (including male and female complementarity), the virtue of chastity, the proper formation of conscience, the nature of marriage, conjugal love and responsible parenthood, the value of children, and the importance of the family especially as the foundation of society and the domestic church as articulated in authoritative Church documents.
- G. Be proficient of teaching NFP as it pertains to all phases of the reproductive life cycle.
- I. Use effective teaching and communication techniques.
- M. Demonstrate respect for couples/clients.
- N. Have basic knowledge of couple communication skills as they relate to learning NFP.
- O. Understand the physical, emotional, and spiritual aspects of God’s plan for human sexuality

While observing the NFP teacher, please circle the appropriate evaluation in the left column (see “Rating Scale” below). In the right column, please include examples to illustrate the evaluation.

Rating Scale		
A Acceptable	N Needs Improvement	U Unable to observe

1. Integrates in his/her NFP teaching the principles of Catholic teaching on . . .

Evaluation

Examples/Comments

A N U	Human sexuality (including male and female complementarity)
A N U	Marriage and family life (value of children), “domestic church”
A N U	Conjugal love, chastity, and responsible parenthood

Rating Scale		
A Acceptable	N Needs Improvement	U Unable to observe

2. The teacher interprets correctly a variety of charts reflecting different reproductive situations, including:

Evaluation			Examples/Comments
A	N	U	Typical
A	N	U	Achieving pregnancy
A	N	U	Postpartum—breastfeeding
A	N	U	Peri-menopause
A	N	U	Post-miscarriage
A	N	U	Continuous discharge
A	N	U	Post-hormonal contraceptives

Rating Scale		
A Acceptable	N Needs Improvement	U Unable to observe

3. Below, each element of effective teaching and communication techniques corresponds to specific parts of Section IV in the *Standards for Diocesan NFP Ministry*. Section IV treats the standards of the NFP teacher training program. All diocesan NFP teachers should have received their method certification from an Approved NFP teacher training program that meets the *Standards*. Where this is not the case, the diocesan NFP coordinator is responsible for providing education in those areas of content that the teacher is lacking (see Section IV of the *Standards*).

Evaluation

Examples/Comments

A N U	[Demonstrates] basic communication and problem-solving skills, as well as the ability to recognize when to make appropriate referrals and the process for doing so. (IV, E.2)
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A N U	Expresses compassion in teaching and follow-up. (See IV, E.3)
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A N U	Expresses tact in teaching and follow-up (See IV, E.3)
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A N U	Expresses discretion in teaching and follow-up (See IV, E.3)
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A N U

Demonstrates confidentiality in teaching and follow-up (See IV, E.3)

A N U

Demonstrates patience in teaching and follow-up (See IV, E.3)

A N U

Demonstrates an understanding of the basic principles of the teaching/learning process and characteristics of the adult learner (See IV, E. 4)

A N U

Uses a variety of educational and class planning strategies. (See IV, E.5)

In the following section, rate the NFP teacher by circling the appropriate letter on the left side of the form. Provide an example to illustrate the evaluation in the space provided.

Rating Scale

A Acceptable

N Needs Improvement

U Unable to observe

4. Section II, M. Demonstrates respect for couples/clients.

Evaluation

A N U

Examples/Comments

5. Section II, N. Have basic knowledge of couple communication skills as they relate to learning NFP.

Evaluation

A N U

Examples/Comments

6. Section II, O. Understand the physical, emotional, and spiritual aspects of God's plan for human sexuality.

Evaluation

A N U

Examples/Comments

7. Section IV, E.2. Demonstrates the ability to recognize when to make appropriate referrals.

Evaluation

A N U

Examples/Comments

Additional Comments:

NFP Teacher Candidate _____
(Signature)

NFP Coordinator _____
(Signature)

2nd Observer _____
(Signature)

Date(s) of Observation _____