



# SAINT CHARLES BORROMEO SEMINARY

Director of Pastoral and Apostolic Formation • 1400 Evans Road, Ambler PA 19002

## SUPERVISOR'S MID-YEAR PROGRESS REPORT

### MINISTRY BASED APOSTOLATES

SEMINARIAN: \_\_\_\_\_

YEAR: \_\_\_\_\_ CLASS: \_\_\_\_\_

PLACEMENT: \_\_\_\_\_

SUPERVISOR: \_\_\_\_\_

FORMATION ADVISOR: \_\_\_\_\_

*"The goal of pastoral formation is to form shepherds of God's People; this goal requires men who are not self-centered, aloof, judgmental, or self-imposing but instead are characterized by a "serene openness" and capable of listening and collaboration. True shepherds must have a desire to understand the hearts of others and engage in attentive accompaniment."* – Program of Priestly Formation (6<sup>th</sup> Ed) #367

#### The purpose of this mid-year progress report is threefold:

1. Assist the seminarian in assessing the quality of his first-semester apostolic experience
2. Redefine the goals and expectations of the upcoming semester in the light of insights and integration gained through reflection and supervision
3. Provide the seminarian and his formation advisor with a focus to discuss the relationship between apostolic formation and other aspects of the seminarian's overall formation

Please evaluate the seminarian in each of the development areas listed using the scale below:

1-Outstanding 2-Very Effective 3-Effective 4-Somewhat Ineffective 5-Ineffective

### PART I:

#### SUPERVISORY RELATIONSHIP

**1. PERSONAL APPEARANCE AND DEemeanor:** Appearance and manner is appropriate.

1                      2                      3                      4                      5

**2. PHYSICAL STAMINA AND ENERGY:** Sufficient for tasks that have been assigned.

1                      2                      3                      4                      5

**3. INSIGHT AND JUDGMENT:** Gives evidence of organizational skills and good judgment.

1                      2                      3                      4                      5

**4. RESPONSIBILITY AND COMMITMENT:** Demonstrates punctuality, good attendance, commitment, and follow-through regarding tasks.

1                      2                      3                      4                      5

**5. PERSONAL VALUES AND CHARACTER:** Demonstrates a reflection of Christian values and witness to a Gospel lifestyle.

1                      2                      3                      4                      5

**6. SELF-IMAGE:** Acts and relates with self-confidence and appreciates personal gifts and abilities.

1                      2                      3                      4                      5

**7. EMOTIONAL MATURITY:** Demonstrates an appropriate awareness of the feelings and emotions involved in the task of serving and caring, and responds appropriately to such feelings.

1                      2                      3                      4                      5

**8. RELATIONSHIP WITH SUPERVISOR:** Demonstrates trust and openness with supervisor and receptivity to evaluative feedback.

1                      2                      3                      4                      5

**9. RELATIONAL ABILITY:** Relates to others in a comfortable, confident, and appropriate manner.

1                      2                      3                      4                      5

**10. INITIATIVE AND LEADERSHIP:** Demonstrates dependability and reliability, showing a willingness to create new opportunities and possibilities.

1                      2                      3                      4                      5

**Please feel free to make additional comments about items in Part I here. Please use an attachment if more space is needed.**

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## **PART II:**

As a summary of the information in **Part I**, please offer some commendations and/or recommendations that will serve to guide the second semester apostolic experience.

**COMMENDATIONS** (an acknowledgment of skills, talents, and gifts):

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**RECOMMENDATIONS** (an indication of areas where growth is needed):

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## **PART III:**

**Indicate the number of absences from scheduled Apostolic Formation Days:** \_\_\_\_\_

☐ **SIGNATURES INDICATE THAT THIS EVALUATION HAS BEEN READ AND DISCUSSED BY THE SEMINARIAN WITH HIS SUPERVISOR.**

\_\_\_\_\_  
**SUPERVISOR'S SIGNATURE**

\_\_\_\_\_/\_\_\_\_\_  
**DATE**

\_\_\_\_\_  
**SEMINARIAN'S SIGNATURE**

\_\_\_\_\_/\_\_\_\_\_  
**DATE**

### **SEMINARIAN:**

Each Seminarian is responsible for distribution of his own Field Education Forms as follows:

- ▶ *Original* to Director of Pastoral and Apostolic Formation
- ▶ *Copy* to Supervisor
- ▶ *Copy* to Formation Advisor
- ▶ *Copy* for Seminarian's personal records