

Diocese of Rockford

THE BISHOP O'NEILL AWARD IN CATECHETICS

GUIDELINES for the SELECTION of RECIPIENTS

(Please Read Carefully Before Selecting Recipients)

GENERAL CRITERIA

1. Recipients for the Bishop O'Neill Award in Catechetics should be faithful Catholics who deserve recognition for outstanding **service**. Normally, to be eligible, a catechist should have served a minimum of 3-5 years.
2. A person can receive the Bishop O'Neill award **only once**. Before submitting selections, check parish records as to whether a person has already received the award. If you are uncertain, please contact Sara Danielson at the Religious Education/Youth Ministry Office at sdanielson@rockforddiocese.org or phone at 815-399-4300, ext. 390.
3. Names of husbands and wives who minister as a team should be submitted together; these couples will be awarded one certificate on which both names will appear. If husband and wife are each submitted for a different ministry, they will be awarded separately.

SPECIFIC CRITERIA

• PARISHES

Number of Recipients: One to three at the discretion of the DRE/CRE/DYM and pastor, in keeping with the size of the total catechetical staff. Remember to consider catechists, youth ministry volunteers, or student leaders of all ages and backgrounds.

Selected by: Parish DRE/CRE/DYM, in consultation with pastor.

Criteria: Outstanding service in the catechetical/religious education/youth ministry of the parish on any level; normally, over a period of at least 3-5 years.

• CATHOLIC ELEMENTARY SCHOOLS

Number of Recipients: One to three, at the discretion of the principal and pastor, in keeping with the size of the total school faculty.

Selected by: School principal, in consultation with pastor.

Criteria: Outstanding service in religious education and evangelization both in and outside the academic classroom; normally, over a period of at least 3-5 years.

- **CATHOLIC HIGH SCHOOLS**

Number of Recipients: One member of Religious Studies Department.

Selected by: Department chairperson, in consultation with principal.

Criteria: Outstanding service in religious education and evangelization both in and outside the academic classroom; normally, over at least a 3-5 year period.

WHEN COMPLETING FORM:

1. Enter your name, address, phone, e-mail, etc. in the "*Person Completing This Form*" section.
2. Type or print clearly the full name of each recipient.
3. Verify accurate spelling of names. Include surname/last name and initials of members of religious communities nominated.
4. In "*type of service*" section of form, indicate the service for which the recipient is being recognized (e.g., school teacher, DRE, catechist, principal, aide, etc.).
5. Circle which *entity* (parish or school) is selecting the recipient.
6. Remember: An individual is given this award ***only once***. If uncertain, please verify that you are submitting first-time recipients. Contact Sara Danielson with any questions about eligibility.