

Pastor: _____ Charge: _____ Completed by: () S/PPRC or () Pastor/Lay Minister

2019 PASTORAL/MINISTERIAL LEADERSHIP ASSESSMENT

This form is to be used for both pastors and certified lay ministers/district superintendent assignees.

Return to District Office by May 15.

Please read the instructions/information provided at the end of this form before completing the form.

Rate each item for effectiveness/fruitfulness with 3 being “meets expectations,”

1 being “does not meet expectations” and 5 being “exceeds expectations.”

I. Mission Strategy and Action	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
a. Articulates, teaches about and engages lay leaders in addressing church’s mission to make disciples of Jesus Christ equipped to transform the world with excellence and passion.	<input type="checkbox"/>				
b. Leads the congregation in developing outcomes/goals and strategies/action steps to become a more vital congregation.	<input type="checkbox"/>				
c. Involves appropriate laity and staff in implementing and accomplishing the strategies/action steps to enable the congregation to become more vital.	<input type="checkbox"/>				

Explanation/examples for above ratings:

II. Mission Field	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
a. Appropriately assesses the changing culture around the church and in our society.	<input type="checkbox"/>				
b. Equips the church in understanding persons and addressing changes in the neighborhood and community.	<input type="checkbox"/>				
c. Leads the church in engaging the community as a place of ministry and service.	<input type="checkbox"/>				
d. Welcomes the community into the life of the church.	<input type="checkbox"/>				

Explanation/examples for above ratings:

III. Integrity of Heart and Life

	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
a. Demonstrates personal relationship with Jesus Christ.	<input type="checkbox"/>				
b. Follows spiritual disciplines (prayer, Bible Study, retreat, tithing and fasting).	<input type="checkbox"/>				
c. Balances church ministry and family life.	<input type="checkbox"/>				
d. Makes lifestyle choices that lead to physical, emotional and spiritual life.	<input type="checkbox"/>				
e. Intentionally participates in a program of continuing education.	<input type="checkbox"/>				

Explanation/examples for above ratings:

IV. Wholeness of Relationships

	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
a. Works in partnership with laity.	<input type="checkbox"/>				
b. Maintains appropriate ethical boundaries in all personal and professional relationships.	<input type="checkbox"/>				
c. Meets regularly with and is accountable to a peer group for growth in discipleship and ministry.	<input type="checkbox"/>				
d. Is known and respected outside of the church in the community.	<input type="checkbox"/>				

Explanation/examples for above ratings:

V. Necessary Practices for Effective Ministry

	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
a. Provides relevant, scripture-based, organized and thought-provoking sermons.	<input type="checkbox"/>				
b. Designs and leads worship experiences that draw persons closer to God and neighbor.	<input type="checkbox"/>				
c. Provides appropriate, timely and compassionate pastoral care, particularly in times of illness, crisis or death.	<input type="checkbox"/>				
d. Attends or supports church-sponsored ministries and activities.	<input type="checkbox"/>				
e. Encourages members and regular attendees to be present for church-sponsored ministries and activities.	<input type="checkbox"/>				
f. Trains and resources lay leadership for ministry.	<input type="checkbox"/>				
g. Supervises staff and/or volunteers effectively.	<input type="checkbox"/>				
h. Provides appropriate financial oversight in partnership with laity and staff.	<input type="checkbox"/>				
i. Facilitates effective church-wide communication.	<input type="checkbox"/>				

- j. Encourages and equips laity to be in ministry beyond the local church.
- k. Relates effectively with people of all ages.

Explanation/examples for above ratings:

VI. What one change in the pastor's performance (e.g., more focus/time on, education/training in, or understanding/leading of some area) could most benefit the *mission and vitality of the congregation* (e.g., reaching new people, making disciples, accomplishing goals) in the next year?

a) Signatures of S/PPRC Members Present (only if completed by committee) Date: _____

In multi-point charge, who completed this form?

() the charge S/PPRC – all churches together

() one local church in the charge: _____ (name of church)

b) Signature of Pastor: _____ Date: _____

If form completed by S/PPRC, I affirm that I have had the opportunity to discuss this form with the committee.

If form completed by pastor, I affirm that I have provided honest assessment of my ministry.

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PASTORAL/MINISTERIAL LEADERSHIP ASSESSMENT

INSTRUCTIONS/INFORMATION

In partnership with vital lay leaders, vital pastors/lay ministers are key to developing vital congregations that are fruitful in *making disciples of Jesus Christ for the transformation of the world*. This assessment is designed to encourage excellence in and accountability for ministry by pastors/lay ministers and to assist the district superintendent in effective supervision of the pastors/lay ministers and better understanding of the mission field. This form is considered part of the consultation process between the district superintendent and the S/PPRC and between the district superintendent and pastor.

It is essential that the committee be honest with each other as well as with the pastor and district superintendent!

It is also essential that the pastor be honest with him/herself as well as with the committee and district superintendent!

To complete the form (S/PPRC):

- ✓ Distribute the form to all committee members, and invite members of your committee to pray and consider the items before your meeting.
Please know that this step is important in order to allow enough time for reflection.
If you have questions about the meaning of any item, please check with your pastor or district superintendent.
- ✓ Gather for the meeting.
A majority of S/PPRC members must participate in completing the assessment. Multi-point charges are encouraged to submit one form together, though each church may submit a separate form.
- ✓ At the meeting,
 - discuss each item, taking time for all to express their thoughts, and then check the option that is the consensus of your committee for each item.
Take into consideration how often and how well the pastor does each item.
Please know that no pastor is perfect, so we do not expect or want ratings of 5 for every item!
A more realistic assessment has a variety of ratings when viewed as whole.
 - note any differences of opinion that may be evident among members, and provide explanation/examples of the selected option or other information that may be helpful to the pastor or district superintendent in the explanation/examples section.
Please know that your comments are very important to and appreciated by district superintendents.
Include information about results/goals/outcomes in the explanation/examples section.
 - have each member involved in the process sign the form.
- ✓ Share the assessment with the pastor, and have the pastor sign the form to indicate that s/he has seen it.
Please remember that according to the Discipline, the "committee shall meet only with the knowledge of the pastor and/or the district superintendent. The pastor shall be present at each meeting ... except where he or she voluntarily excuses himself or herself" (¶1258.2e). It is recommended that the pastor be present for the whole discussion; however, the pastor and committee may agree that the committee will meet separately from the pastor to complete the form and then together with the pastor to review the form.
- ✓ In the box at top of form, insert the name of the pastor and church/charge, and mark that it has been completed by the S/PPRC.
- ✓ Return the form to the district office; it is not necessary to include these instructions/information.

To complete the form (pastor):

- ✓ Reflect prayerfully on each item, and check the option that best reflects your ministry.
Take into consideration how often and how well you do each item.
No pastor is perfect, so we do not expect or want ratings of 5 for every item!
- ✓ Provide explanation/examples of the selected option or other information that may be helpful to the district superintendent.
- ✓ Sign the form.
- ✓ Return the form to the district office; it is not necessary to include these instructions/information.

Why is the assessment completed in the spring?

This assessment should be part of an ongoing healthy conversation between the S/PPRC and pastor/lay minister. The basic flow is as follows:

- The pastor begins the appointive year on July 1.
- The pastor sets his/her own goals for the year based on church goals/outcomes and in consultation with the S/PPRC (July-August).
- The pastor and S/PPRC review movement toward/accomplishment of goals/outcomes and discuss any issues (throughout year).
- The pastor and S/PPRC each complete the appointive recommendation (November-December).
 - *Note: The cabinet understands the awkwardness of completing this form after only a few months in the first year of a pastor's appointment. In the subsequent years, it fits the flow better.*
- The pastor and S/PPRC assess the pastoral leadership and provide input to the district superintendent (March-April).
- The district superintendent meets with the pastor to discuss effectiveness (July-August).
- Plans for continuing education are made by the pastor in consultation with the S/PPRC and district superintendent.
- The flow continues.

Having the assessment in the spring allows for several months of observation by the S/PPRC and conversation with the pastor before the form is completed. It also provides current information to the district superintendent for the supervisory visits in the summer. In addition, it allows a few months for improvement prior to the appointive recommendation in the fall.

Do we complete the same form if we have a part-time or associate pastor?

Yes, it is difficult to create one form that meets all of the various settings and situations. The explanation/examples section offers a place for you to note differences. For instance, if the pastor or associate does not have responsibility for that item, you can explain your rating. You are also welcome to add a page that details the specific duties of an associate, along with comments about performance in those areas.