



We equip spiritual leaders to make disciples and grow vital congregations to transform the world

Clergy Evaluation

Evaluations are a healthy and natural way for pastors to receive feedback from the congregation. The following evaluation is to be completed at least once a year by the SPRC. If you would like assistance in completing the evaluation, email the Bishop's Office in confidence at bishop@gnjumc.org. A vitality guide/consultant will be assigned to work with your SPRC to complete the evaluation. The evaluation is to be completed by the SPRC and then submitted online by a member of the SPRC by **May 15**. Pastors are not to be present during the completion of the evaluation. If the pastor or SPRC has a concern about this, please contact your superintendent. Two to three members of the SPRC are to meet with the pastor to share the completed evaluation.

Our mission is to make disciples and grow vital congregations to transform the world. This requires pastoral leaders who give clear vision and direction and focused attention and action to leading the church in the five markers of vitality:

1. Inspire disciples through worship
2. Involve disciples in small group ministry to connect, learn and grow
3. Engage disciples in community hands on mission
4. Inspire disciples to give generously, especially to mission
5. Make new disciples (people who join the church through a profession of faith)

Throughout the survey it refers to congregational vitality and the five markers of vitality. Use the above paragraph as a reference point for congregational vitality and the five markers of vitality.

The evaluation will shape the future vitality and ministry of the congregation and assist your pastor's development as a leader. Engaging in the survey and conversation prayerfully and honestly will best serve God and the Church.

If your church is on a charge with one or more other congregations, the pastor and staff parish chair (s) together will need to determine if the congregations work together to complete one evaluation or if it is more appropriate for individual evaluations.

Clergy Evaluation

Date:

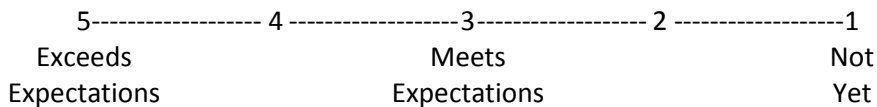
Name and zip code of the church:

Name and email address of the pastor:

Name and email address of the SPRC chairperson:

Section I – Characteristics and qualities of pastoral leadership

Section 1 gives feedback about the growth opportunities that will enhance the pastor’s leadership. It is not measuring performance. Below the term *Not Yet* means there is important growth needed in this area to better serve the congregation. Select a number from 1 to 5 that best represents your assessment based on the following scale and write the number on the line beside the statement. A “Not Yet” may be a new term for you. It means that we believe that everyone has the capacity to improve and indicates that a leader may not be meeting expectations but with a desire to improve and support, the individual can improve in an area.



Attitude

The pastor:

- a. Is a learner – open to learning from others, reads and listens to grow understanding and intellect, attends workshops, and takes initiative to grow his /her ministry skills to benefit the ministry of the congregation and community ministry _____
- b. Keeps confidences when private information is shared _____
- c. Is an encourager of people and ministries _____
- d. Perseveres through difficult challenges and situations _____
- e. Demonstrates humility and healthy confidence _____
- f. Accepts and treats all people the same regardless of race, gender, class, age, education, culture, and faithful member or non-member _____
- g. Demonstrates a servant’s heart _____
- h. Has a joyful and hopeful spirit _____
- i. Has an authentic and genuine approach to people and ministry _____

Health

The pastor:

- j. Has deep and abiding faith that is witnessed in ministry and personal life _____
- k. Balances personal, family and ministry time _____
- l. Models faith through personal piety and service to others _____
- m. Expresses emotions appropriately and is sensitive to how others feel _____
- n. Is a positive witness to good health and takes care of her/himself _____

Care

The pastor:

- o. Listens to others and seeks to understand before trying to be understood _____
- p. Is emotionally healthy – has a pleasant attitude, connects well with people in the congregation and community, engages appropriately in difficult conversations _____
- q. Has self-awareness – understands how she/he comes across to others and is sensitive to what others think and feel _____

Strategic Thinking

The pastor:

- r. Thinks strategically _____
- s. Plans ahead and identifies the necessary steps for ministries _____
- t. Takes complex concepts and makes them understandable _____
- u. Understands the people in the community and thinks about how to effectively serve the community and help the congregation develop strategies to reach new believers and serve the needs of the community _____
- v. Knows and understands the state of the church’s finances, worship attendance, and progress toward congregational vitality _____

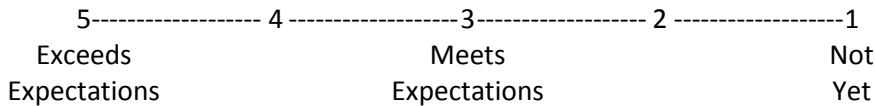
Time Management

The pastor:

- w. Spends time wisely _____
- x. Reports and arrives on time to meetings and gatherings _____
- y. Comes prepared to meetings and activities _____

Section 2 – Evaluating the 5 areas of effective pastoral leadership

Section 2 is designed to evaluate the identified skills and vocational competencies of pastoral leadership. Select a number from 1 to 5 that best represents your assessment based on the following scale.



1. Trust

The pastor:

- a. Follows through with commitments _____
- b. Is consistent in treating people fairly and honestly _____
- c. Is reliable – on time, faithful, and consistent _____
- d. Places trust in parishioners and their abilities _____

2. Disagreement and Conflict

The pastor:

- a. Listens to others and respects the ideas of others _____
- b. Helps people to listen to each other so people feel heard _____
- c. Helps people to engage in meaningful conversation rather than ignoring or dodging difficult issues _____
- d. Is quick to get help dealing with conflict, particularly when the conflict is about or involves her/himself _____
- e. Addresses issues when they arise _____

3. Commitment

The pastor:

- a. Is on time for meetings and church functions and has reports and ministry materials in on time _____
- b. Is attentive and focused during conversations and meetings _____
- c. Has an enthusiastic spirit for the ministries of the church and activities within the community _____
- d. Is faithful and follows through with tasks and assignments _____
- e. Inspires the congregation to deeper commitment with preaching, writing and teaching _____
- f. Articulates vision and ideas so that people understand and want to follow _____

4. Responsibility

The pastor:

- a. Casts a relevant vision and communicates clearly the direction of the church _____
- b. Plans with the congregation and leads a vital and balanced ministry of worship, small groups, mission, stewardship, pastoral care, and discipleship _____
- c. Keeps the congregation informed about the congregation’s progress toward its mission _____
- d. Is well prepared for worship and meetings _____
- e. Leads the congregation to successfully meet its challenges _____
- f. Builds bridges within the congregation, between the congregation and the community, with other United Methodist Churches, and with other ecumenical and faith partners _____
- g. Promotes a healthy relationship with and understanding of the denomination and the conference _____

5. Results

The pastor:

- a. Establishes and achieves S.M.A.R.T. Goals. SMART goals can be understood by googling SMART goals and reading articles about them. SMART stands for Specific, Measurable, Attainable, Relevant to your ministry, Time specific _____
- b. Leads the church to deepen faith and better understand the Bible, the church and the community mission field around the church _____
- c. Organizes leaders and parishioners to accomplish ministry and tasks _____
- d. Inspires people in worship and meetings and increases their commitment to God and the church _____
- e. Leads the church to invite and welcome visitors/guests _____
- f. Helps to grow worship, new disciples, small groups, hands-on community mission, and stewardship _____

Written Assessment

- What gifts, achievements and strengths do you identify in your pastor's leadership?

- What 1-2 areas do you want your pastor to further develop and grow? How will this help your pastor be a better leader?

Section 3 - Assessing Section 2 of the Evaluation

Which of the three responses below best identifies the committee's responses. Follow the instructions for the section you select.

- ___ The SPRC agrees the pastor is leading well. Identify 2-3 specific competencies (lettered in each section) in which you would like the pastor to continue to grow and develop. After meeting with the pastor, the SPRC chairperson is to send a copy of the evaluation to the superintendent and retain a copy with the SPRC files.
- ___ The SPRC agrees the pastor is leading well in most areas of leadership. The SPRC is to identify and clarify with the pastor expectations for specific competencies that the SPRC would like to further develop. Work with the pastor to develop an improvement plan. Addressing these concerns immediately will prevent these areas from impacting the pastor's overall leadership. After meeting with the pastor, the SPRC chairperson is to send a copy of the evaluation along with the pastor's reflections to the superintendent and retain a copy with the SPRC files.
- ___ The SPRC has concerns about the pastor's leadership and/or relationship with the congregation. The SPRC chairperson is to send the compiled evaluation and comments to the district superintendent who will then direct the SPRC chairperson to contact the Episcopal office at bishop@gnjumc.org. You will receive specific information and support in setting benchmarks, a development plan, and a quarterly evaluation.

Pastor's Plan

If a pastor chooses not to use the GNJ Clergy development plan, the following is a framework for following up with the evaluation.

Qualities and Characteristics of a Pastoral Leader

What three qualities and characteristics will you further develop? What will you do and by when to further develop them? How will you know if you are meeting the SPRC's expectations? Who will you be accountable for this work?

Five Vocational Competencies of Effective Pastoral Leadership

What will you work on from the areas of pastoral leadership? What will be your development goals? What learning experiences will you participate in? How will you know if you are meeting the SPRC's expectations? Who will hold you accountable for this work?