

Evaluation of Clergy

West Virginia Annual Conference of The United Methodist Church

Introduction

The goal of this process of evaluation is to provide healthy and effective leadership for our congregations by our clergy.

Evaluation is a continuous process for formation in servant ministry and servant leadership that must take place in a spirit of understanding and acceptance. Evaluation serves as a process for pastors to assess their effectiveness in ministry and to discern God's call to continue in ordained ministry.

1. The district superintendent, in consultation with the pastor-parish relations committee, will evaluate annually the pastors' effectiveness for ministry....The pastors in local churches shall participate annually in an evaluation with the committee on pastor-parish relations for use in an ongoing effective ministry and for identifying continuing education needs and plans.

(¶350 and ¶421, *2008 Book of Discipline of the United Methodist Church*)

The evaluation instrument that follows is a tool to help the pastor-parish relations committee and the pastor share in that evaluation process. The areas for discussion and response are based upon the clergy's call to service in the church through word, sacraments, order, and service.

As you complete this form it is good to remember what this is and is not. An evaluation:

- *IS* an assessment by you of how effectively you sense your pastor is now operating in a number of specific skill areas.
- *IS NOT* a final, irreversible, ultimate judgment about the person you are evaluating or how you feel about her/him.
- *IS* a part of a process to help your pastor become more effective in his/her work.
- *IS NOT* a job performance review that has anything to do with salary or appointment.

This exercise is designed to assist a pastor in getting a clearer picture of his/her work within the appointment. It is intended to help each pastor set achievable goals for personal and professional growth.

Preparing the Evaluation

As you prepare to share in this evaluation process, please review the Standards for Clergy Leadership and the questions asked in the *Healthy Church Assessment*. Review the Vision and Mission Statement of the Church. Review last year's evaluation paying particular attention to the priorities and goals you set. These standards will help you understand clergy effectiveness.

After review of these standards, look at the guiding questions.

- The pastor-parish relations committee is first asked to offer affirmations of your pastor in each of those ten questions.
- The pastor is asked to offer reflections about her/his effectiveness for each of those ten areas.
- The pastor-parish relations committee and the pastor are then to discuss those answers and look for ways that the pastor's ministry may be strengthened.

- The pastor-parish relations committee and the pastor will then review the areas to be strengthened, prioritize them, and offer action steps that state measurable goals.

Please complete the form and return it to the District Office by May 31. Please make a copy for use by the pastor-parish relations committee and pastor.

Standards for Clergy Leadership

The following standards are derived from Biblical, Wesleyan and Disciplinary traditions. They are meant to capture a vision of “effective” clergy leadership, and be useful to the clergy and the West Virginia Annual Conference as they provide a focus for identifying areas of effectiveness, areas of growth, and areas for continued renewal. They are meant to provide the basis for conversation and feedback for each clergy’s evaluation within their appointment. The list is reviewed each quadrennium by the Cabinet, the Board of Laity, and the Board of Ordained Ministry.

In order to fulfill the purpose and function of the church (§§201 and 202, 2008 *Book of Discipline*), a pastoral leader in the biblical and Wesleyan tradition is a servant leader who has been given the responsibility to:

- preach
- teach
- administer the sacraments
- nurture
- heal
- gather the community in worship
- send forth in witness
- care for the physical and spiritual needs of others / social care

(¶303.2 and ¶340, 2008 *Book of Discipline*)

Effective pastoral leadership and healthy churches go hand in hand. The standards for effective pastoral leadership that are printed in **bold** address concerns that are raised in the 2006 *Healthy Church Assessment*.

Word:

- **Effectively preaches the Word of God and the Good News of Christ, and leads in worship**
- **Teaches the Word of God and engages others in study**
- **Leads others in evangelistic outreach and disciple-making so that others come to know Christ and learn how to follow him**
- Counsels persons with personal, ethical, or spiritual struggles
- Conducts funerals and marriages with attendant counseling and guidance
- Visits in the homes of the church caring for the needs of others

Sacrament:

- **Faithfully administers the sacraments in accordance with Christ’s ordinance**
- **Prepares the church and its families for receiving the sacraments of baptism and communion through preaching, teaching and counseling**
- Trains laity (and deacons where available) to assist in the sacraments that they might lead others in their understanding of baptism and communion
- Encourages the church to use other non-sacramental means of grace

Order:

- Assures that the organizational concerns of the congregation are adequately provided
- **Recruits, trains, and supports lay leadership within the church**
- **Faithfully assists others in the discernment of their calls to ministry as clergy and in specialized ministry**
- **Creates an atmosphere in the local church where small groups are encouraged and developed**
- By example and practice administers the provisions of the Discipline
- Gives an account of their pastoral ministries, i.e. weddings, funerals, pastoral visits, pastoral counseling sessions
- **Promotes and practices stewardship including financial stewardship at each level of our connection**
- **Participates and leads in schools and opportunities for training beyond the local church**

Service:

- Leads the congregation in understanding, fulfilling, and celebrating the mission ministries through all apportioned ministerial support, administrative and benevolent funds
- **Teaches and insures practices of hospitality in the congregation and community**
- **Challenges and helps congregations to look beyond themselves to the needs of their community and the world**
- Exemplifies and models servant leadership

Personal Witness and Holiness:

- **Gives witness to a personal faith in Christ**
- Gives healthy attention to self-care
- Regularly practices spiritual disciplines and habits
- Regularly participates in the life and work of their respective Orders (Fellowship)
- Embraces and models inclusiveness
- Exercises ethical behavior in all relationships

Name: _____

Charge: _____

Evaluation by the Pastor Parish Relations Committee

Guiding Questions

WORD

1. Worship Leadership

PPRC: Share affirmations of pastor as worship leader (i.e. preaching, the order of worship, the use of prayer and music, marriages, and funerals).

Pastor: How do you see yourself as the worship leader?

Ways to strengthen the pastor's ministry in this area:

2. Teaching the Word

PPRC: Share affirmations of your pastor's teaching ministry (i.e. special studies, teaching through preaching, bible studies, and teaching children.)

Pastor: How do you see yourself in providing leadership in teaching ministries?

Ways to strengthen the pastor's ministry in this area:

3. Making Disciples

PPRC: Share affirmations of your pastor's leadership in disciple making ministries (i.e. offering Christ, nurturing in the faith, moving persons toward fruitful discipleship).

Pastor: How do you see yourself in providing leadership in making disciples?

Ways to strengthen the pastor's ministry in this area:

SACRAMENTS

4. Sacramental Ministry

PPRC: Share affirmations of the way your pastor deals with the sacraments. This involves the way the sacraments are shared and education about the sacraments.	Pastor: How do you see yourself as a sacramental leader?
Ways to strengthen the pastor's ministry in this area:	

ORDER

5. Leadership through Administration	
PPRC: Share affirmations of your pastor's leadership in administration. This area includes faithfulness to the United Methodist doctrine and polity, timely reports, time management, communication, participation in congregational leadership, managing the life of the church. How would you describe your pastor's leadership style?	Pastor: How do you see yourself in providing leadership in administration? Does your theology of administration fit your leadership practices?
Ways to strengthen the pastor's ministry in this area:	

SERVICE

6. Pastoral Care	
PPRC: Share affirmations about the way your pastor offers pastoral care. This area includes visitation ministry, availability for personal needs, crisis skills, and bereavement care.	Pastor: How do you see yourself in pastoral care ministry?
Ways to strengthen the pastor's ministry in this area:	

7. Mission and Outreach

<p>PPRC: Share affirmations about the way your pastor leads in mission and outreach. This area includes promotion of the vision of the annual conference and district, support of the fair share and district promotional fund, promotion and support of mission projects, teaching and leading the congregation in stewardship, and leading the congregation in community involvement.</p>	<p>Pastor: How do you see yourself providing leadership in missions and outreach?</p>
<p>Ways to strengthen the pastor's ministry in this area:</p>	

PERSONAL WITNESS AND HOLINESS

<p>8. Personal Faith in Christ</p>	
<p>PPRC: Share affirmations of the way your pastor lives out his/her personal faith in Christ. This area includes conduct, personal actions, witness in preaching and teaching.</p>	<p>Pastor: How do you see yourself living out your personal faith in Christ?</p>
<p>Ways that could strengthen our pastor's ministry in this area:</p>	

<p>9. Personal Care</p>	
<p>PPRC: Share affirmations of your pastor's attention to self-care. This area includes spiritual disciplines, physical and emotional health and well being, taking care of family, taking appropriate time off, continuing education, etc.</p>	<p>Pastor: How do you see yourself being faithful to self-care?</p>
<p>Ways that would strengthen your pastor's self-care:</p>	

<p>10. Relationships</p>	
<p>PPRC: Share affirmations about the ways your pastor enters into relationships and interacts with all age groups of the congregation and the community.</p>	<p>Pastor: How are you in relationship with your church(es) and the community? How comfortable are you with others and how comfortable are others with you?</p>

Ways that would strengthen your pastor's relation building:

OVERALL MINISTRY

Review all the ways the pastor's ministry will be strengthened. Discuss how they can best be prioritized and list your plans below. State measurable outcomes. Please review the priorities and action steps at least quarterly at your pastor-parrsh relations committee meetings.

Priority 1:

Action Steps (state measurable outcomes):

Priority 2:

Action Steps (state measurable outcomes):

Priority 3:

Action Steps (state measurable outcomes):

How do the priorities and action steps above help you to fulfill the mission and vision of your church?

Signature Page

Pastor-Parish Relations Chair

Pastor

District Superintendent

Date