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Dear Friends,

I hope this finds you well and warm!

You will find attached to this email, an assessment form that will be used in 2019 in the assessment of clergy appointed in the NC Conference. In recent years, we have not used such a form, but I hear requests for one every year. Sometimes, the S/PPRC asks if there is a standard process of evaluation for the pastor and other appointed clergy. Pastors also ask and have a genuine interest in developing skills and growing in faithfulness as a leader of the church. In response to such requests from all the districts of our conference, the Bishop and Cabinet recently approved this one for use in 2019.

The first page of the document suggests introducing this tool at the first meeting of 2019 when the S/PPRC committee and clergy are together. Distribute the document to each member of the committee and review it together, so that members of the committee and the clergy may anticipate the process of evaluation near the end of the year.

If there is a transition of leadership in June, you will have the document to share with the newly appointed leaders and the process will not be interrupted.

Finally, in asking for this assessment, we will also streamline the reports that have become part of the charge conference for each church. We do not wish to duplicate, and we greatly appreciate your leadership, as clergy and lay members of the Body of Christ. Above all, we affirm the strong leadership and witness of all our clergy who seek to offer their best and to live in a way that inspires faith, hope, and love, for the sake of Jesus Christ. We pray that the clergy and the local church will "grow from strength to strength," as you provide support and reflection on the ministries of all.

Grace and peace to you all,



Linda Taylor, Sound District Superintendent

Clergy _____ Local Church/Charge _____
District _____ Date of Assessment _____

**Elder/Associate Member/Local Pastor/Deacon
Ministry Assessment by S/PPRC**

To be completed by the S/PPRC and reviewed with the clergy.

The North Carolina Conference of the United Methodist Church focuses on clergy effectiveness and its relationship to congregational health. The conference mission is: *Healthy Congregations and effective leaders in every place, making disciples of Jesus Christ for the transformation of the world.*

While the Clergy Self-Assessment and the S/PPRC Assessment are an important part of the evaluation process, they are meant to be a springboard to the Clergy and S/PPRC discussion about the ministries of the church and the effectiveness of the clergy leader. This assessment does not replace the Report of the Pastor or the State of the Church Report required for charge conference, although they may be used together for reflection.

Two of the duties of the Staff/Pastor-Parish Relations Committee are (1) “to confer with and counsel the pastor(s) and staff on the matters pertaining to the effectiveness of ministry; relationships with the congregation; the pastor’s health and self-care, conditions that may impede the effectiveness of ministry; and to interpret the nature and function of the ministry” and (2) “to provide evaluation at least annually for the use of the pastor(s) and staff in an ongoing effective ministry and for identifying continuing educational needs and plans.” (Par. 258.2g3 & 5, 2016 Book of Discipline)

We recommend that this tool be introduced at the first S/PPRC meeting of 2019, to allow the pastor and committee members to become familiar with the standards and expectations for evaluation in the course of the year. Following charge conference, at which time the Report of the Pastor and the State of the Church Report are prepared and submitted, this assessment may be completed and subsequently reviewed with the clergy, no later than November 30, 2019. Send the final signed copy by email or mail to the District Superintendent.

1. What are the clergy's **strengths** in leading the church in following Jesus, making disciples, and transforming lives and communities?

2. What were the clergy's mutually agreed upon goals for the **personal** development (disciplined life, self-care, family-work balance) for the past year, and how did s/he fulfill them?

3. What were the clergy's mutually agreed upon goals for the clergy's **professional** development for the past year and how did s/he fulfill them?

4. Marks in this section should cover the spectrum from 1-5. The typical clergy will receive most marks in the “meets expectations” range (around 3). The exceptional clergy will receive ratings in “Exceeds Expectations” range (around 4). Ratings of 5 should be reserved for superior skills and performance. Marks below 3 indicate to the clergy areas for improvement. All clergy have gifts and strengths for this work, although the areas of giftedness and strength will differ greatly.

- a. Outstanding – highest level of performance; this rating is given to a clergy who consistently does far more than expected for the position. Numerous objective examples that support the rating are easily identified. (5)
- b. Exceeds Expectations – this rating is given to a clergy who consistently does more than expected for the position. Rating should be easily supported by several objective examples of going beyond job requirements. (4)
- c. Meets Expectations – This rating is given to a clergy who has consistently and fully satisfied the performance expectations for a pastor as outlined in Par. 340 of the 2016 Book of Discipline. (3)
- d. Improvement Needed – This rating is given to a clergy who did not consistently meet performance expectations of Par. 340 of the 2016 Book of Discipline. (1-2)

How would you evaluate your pastor in the following areas? In the space provided below each rating, please provide an explanation or an example that illustrates why the rating is given.

Preaching (act of proclamation, provides relevant, Scripture-based, organized and thought-provoking sermons).

1	2	3	4	5
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Teaching (formation of mature disciples who are missionally focused)

1	2	3	4	5
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Leadership (visioning, strategic planning, developing leaders, connection with the UMC)
(Alternate language: 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; leads the congregation in developing outcomes, goals, strategies, and action steps to become a more vital congregation; involves appropriate lay and staff in implementing and accomplishing the steps to enable the congregation to become more vital.)

1 2 3 4 5

Worship (planning, leading, administering the sacraments)

1 2 3 4 5

Communication (appropriate use of website, social media, and print media, and articulation of thoughts; timely response to messages sent; facilitates effective church-wide communication)

1 2 3 4 5

Evangelism (reaching others with the Good News of Jesus Christ)

- 1 2 3 4 5

Missions and their role in developing and carrying out ministry with the poor and marginalized (appropriately assesses the changing culture around the church and in our society; equips the church in understanding differences among people groups; leads the church in engaging the community as a place of ministry and relationship; welcomes the community into the life of the church)

- 1 2 3 4 5

Administration and Time Management (financial administration, organization and oversight of personnel and records)

- 1 2 3 4 5

Relationship with the Congregation(s) (relationship skills, pastoral care, conflict resolution)

1	2	3	4	5
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Disciplined Life (Sabbath, spiritual growth, physical care, personal financial stewardship, peer relations)

1	2	3	4	5
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

5. What are one or two primary areas in which the clergy could more effectively lead the church in accomplishing the mission to follow Jesus, make disciples and transform lives and communities?

6. Based on the strengths, areas of growth, and goals of the clergy stated in this assessment process, what are some specific recommendations for continuing education for the coming year?

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

Signature of Pastor and Date:

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

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