FORMAT FOR ANNUAL EVALUATION OF THE STAFF

WITH THE PASTOR & MEMBER OF THE SPRC

Staff Member \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Years in position \_\_\_\_\_\_\_

SPRC Committee Member \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_

1. Review the duties of the position; review the job description and suggest/request updates on to the job description document.

2. How has the year gone?  What have been the successes? Are there things that have not gone well?

3. Are there road blocks to doing the job as well as you would like?  What are they?

4. (ASKED BY THE SPRC MEMBER) What needs do you see?  How can the SPRC help?  Is there additional funding required?

5.  Calvary’s mission statement is to be a church where “faith is fostered, community is cherished, and Christ’s love thrives.” During the next year, how can you help Calvary in advancing its mission?

6.  Feedback from the Pastor: (this used to be feedback from SPRC, but that seems to undermine the pastor as sole supervisor.  If the SPRC does have any criticism(s) they should give it to the pastor in advance of the meeting.)