

INSTRUCTIONS FOR REPORT OF PASTORAL CONSULTATION AND EVALUATION OF THE CAMPUS MINISTER'S WORK

1. An evaluation is required each year, but it should not always be the same. It should reflect the ministry setting, the length of service of the campus minister, the nature of the local ministry and its expectations and special concerns of any particular year. Each year the evaluation process shall solicit input from the following constituencies of the ministry: student leaders, faculty and staff, colleagues, board members, local church leaders, etc.

2. Areas which should be examined in the appraisal (and suggested questions for addressing them) include, but are not limited to:

VISION OF MINISTRY - What is the campus minister's vision for the ministry? How does it relate to the mission of the church? How clearly is it articulated? What are the growing edges of that vision?

SKILLS - What do you think he/she does best? What gifts does he/she bring to the ministry? What additional skills are needed for more effective ministry? How might the campus minister acquire them? Questions might also be asked about skills deemed especially critical to the ministry.

RELATIONSHIPS - How would you describe the campus minister's relationships with you as: board member, students, or member of other groups within the campus ministry setting? How does he or she relate to the larger campus community? Are there "problem" relationships? What relationships need work? How might they be improved?

LEADERSHIP STYLE - How is he/she helping the ministry to define, plan for, and achieve its goals? How would you describe his/her leadership style? Are there changes in that style which would enhance ministry? How might they occur?

GROWTH - What changes have you seen in the campus minister and his/her job performance during his/her tenure? What areas of growth do you think need to occur? How might that happen?

3. The process should always be open, fully including the campus minister and incorporating his/her response in the appraisal and its results. Anonymous comments will not be considered.

4. The results of the Annual Evaluation should always be presented to the Board for action in the presence of the campus minister, who should be encouraged to respond and discuss areas of concern with the Board. Please note that each local Board, taking into consideration its unique ministerial setting, is expected to build on the form Report of Pastoral Consultation and Evaluation of Campus Ministers Work. Note that this form is not to be the local board's primary evaluation instrument, but it is intended to be a summary of its evaluation process.

5. Because the District Superintendent is in the supervisory "chain" this form should be sent to the district superintendent for signature.

6. This form, to be completed and mailed or emailed to the Associate Director of Learning Ministries **no later than June 10th**.