

**Pastoral Evaluation Form
for Annual Review by Pastor Parish Relations Committee**

(Book of Discipline Par.350.1 "...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 educational needs and plans, using criteria, processes, and training developed by the board of ordained ministry and the cabinet."

It is important to note that if this form is not received in the office by February 15, 2023, then the pastor will not be interviewed and therefore will not be renewed as a local pastor.

Church/Charge _____ Pastor _____

Pastor is (check one) _____ full-time _____ part-time _____ lay missioner

Please list names of PPRC Members that participated in this review.

1. _____ 4. _____

2. _____ 5. _____

3. _____ 6. _____

As you reflect on the ministry and presence of your pastor, list the areas in which you feel your pastor is especially gifted and/or gives the greatest and outstanding service to the life of your church and community.

I. Preaching and Leadership

Evaluate the work of your pastor on each of the following items, using the rating system: 4=excellent 3=good 2=fair 1=poor.

Note that any item rated 4 or 1 must include a written explanation for the rating in the comments section below.

Place the appropriate number after each item.

(Make additional comments on any of these items in the space provided.)

1. Ability to preach the Word of God in sermons. ____
2. Knowledgeable of the Holy Scriptures. ____
3. Provides leadership in worship services. ____
4. Provides a good example of discipleship. ____
5. Is involved in evangelistic outreach. ____
6. Provides counseling to those in need, including grief and premarital counseling. ____
7. Is involved in visitation within the church and community. ____
8. Is able to maintain confidentiality. ____

Any additional comments on the above items to clarify this rating. (Write on the back if more space is needed):

II. Administering the Sacraments

Answer the following questions, including comments as needed.

1. How often does your pastor administer Holy Communion in your church? _____
2. Does your pastor regularly explain the meaning of Holy Communion? _____
3. Does your pastor use lay members to serve Communion elements? _____
4. Does your pastor instruct parents, sponsors and church members concerning the significance of baptism and their responsibilities to the baptized child? _____
5. Does your pastor encourage persons baptized as children to become professing adult members of the church? _____

Any additional comments on the above items (write on the back if more space is needed):

III. Order

Evaluate the work of your pastor on the following items, using the rating system: 4=excellent 3=good 2=fair 1=poor.

Note that any item rated 4 or 1 must include a written explanation for the rating in the comment section below.

Place the appropriate number after each item.

1. Provides support, guidance and training to the lay leadership of the church. ____
2. Participates in the Christian education program of the church. ____
3. Helps guide the church in planning, setting goals and evaluation of its mission. ____
4. Seeks out and counsels those interested in going into ministry. ____
5. Uses the *Book of Discipline* as a guide for conducting church administration. ____
6. Provides pastoral reports to the charge conference. ____
7. Provides leadership for fundraising efforts of the church as put forth by the congregation. ____
8. Instructs the congregation about the importance of paying full apportionments and leads by example in personal stewardship and tithing. ____
9. Instructs the congregation about the importance of keeping accurate church records. ____
10. ____ Participates in opportunities for training and improvement of pastoral skills. ____
11. ____ Participates in regional, district, and conference events. ____

Any additional comments on the above items to clarify this rating (write on the back if more space is needed):

IV. Service

Answer the following questions. Please give specific examples when possible.

1. How does your pastor model Jesus' example of service to others in your church?

2. How does your pastor model Jesus' example of service to others in the community? To the world outside your community?

3. How has your pastor guided the church toward building bridges in your community, between your church and other churches and between your church and other faith communities? _____

4. In what ways has your pastor led the church to be involved in community, ecumenical, and inter-religious efforts beyond the four walls of your church?

V. Effectiveness with the Unique Needs of OIMC

Evaluate the work of your pastor on the following items,
Using the rating system: 4=excellent 3=good 2=fair 1=poor.

Note that any item rated 4 or 1 must include a written explanation for the rating in the comment section below.

Place the appropriate number after each item.

1. Respects their own tribal heritage. ____ (write N/A if pastor is nonIndian)
2. Respects the tribal heritage of all Native persons (within the church and in the outside community). ____

3. Understands and teaches church members about the unique history of OIMC. ____
4. Has knowledge of tribal/Native American entities within the immediate community. ____
5. Works cooperatively with tribal entities within the community. ____
6. Is able to provide counseling to persons regarding traditional/tribal beliefs and/or is able to make referrals to an appropriate resource person. ____
7. Understands the limited financial capability of OIMC churches and uses good stewardship in caring for and maintaining the church parsonage. ____ (If pastor does not live-in church parsonage, write N/A.)

Any additional comments on the above items (write on the back if more space is needed):

VI. Recommendations

1. Please list the areas of study and/or improvement you expect for your pastor. Please note that these comments are intended for the building up and improvement of your pastor.

(a)

(b)

(c)

PASTOR-PARISH RELATIONS COMMITTEE

DIRECTIONS FOR ANNUAL REVIEW AND USE OF ATTACHED EVALUATION FORM

The attached *Pastoral Evaluation Form* has been developed by the OIMC Board of Ordained Ministry to be used for clergy under appointment to local churches.

The content of the form for sections I-IV comes from *The Book of Discipline* (par. 340). The content for sections V-VI comes from criteria set by the OIMC Board of Ordained Ministry.

The following are directions to PPR Committees for effective use of this evaluation form:

1. The PPRC is to meet at least quarterly each year.
2. According to *The Book of Discipline* (par. 259. 2(e)) the PPRC meets with the pastor present, except when the pastor voluntarily excuses him or herself; or if the PPRC meets with the D.S.
3. For the purpose of completing this evaluation, the Board of Ordained Ministry has directed that the PPRC meet without the pastor (that the pastor be asked to voluntarily excuse him/herself from this meeting),
4. **and that the PPRC hold a followup meeting at which the pastor is present. During the follow up meeting, the results of the evaluation form are shared with the pastor. The pastor is given the opportunity to respond both verbally at the time of the meeting, and in writing (which may be done at a later time). The written response of the pastor to the evaluation is attached to the form and mailed to the OIMC office by February 15, 2023.**
4. The Board of Ordained Ministry emphasizes that the work of the PPRC is intended to be supportive and strengthening to our pastors and their families. The expectation is for the work of the PPRC and pastor to be cooperative, and not adversarial. One of the most important tasks of the PPRC is to evaluate the effectiveness of ministry within the local church and to address barriers that are preventing effective ministry.
5. *The Pastoral Evaluation Form* and the pastor's written response to the evaluation are both mailed to the Board of Ordained Ministry at the OIMC Office. The Board of Ordained Ministry will send copies to the District Superintendents. Both the Board and the Cabinet are part of the supervisory system within the United Methodist Church.
6. The work of the Board of Ordained Ministry and Cabinet in regard to pastors under appointment is of a confidential nature. Written evaluation forms and pastor's written responses will be kept in confidence.

PASTOR'S RESPONSE TO PPRC EVALUATION

In the space below, cite the section and number of each item to which you would like to respond. Your response is important, both in acknowledging areas of positive evaluation and in areas where improvement is needed. While BOM encourages pastors to provide a written response to their annual evaluation, it is not required. We do require that you sign this form to acknowledge you have met with the PPRC to receive your evaluation.

Section – Number	Response
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I have met with the PPRC from _____ Church/Charge to receive my annual evaluation.

Signed: _____
Pastor Date