



Recruit and develop transformational leaders who make disciples of Jesus Christ and grow vital mission congregations for the transformation of the world.

EPA&GNJ Clergy Appraisal and Leadership Formation

A review to grow and further shape pastoral leaders.

To be completed between May 1 and June 20 by the Staff Parish Relations Committee (SPRC)

Purpose/Mission of A United Methodist Congregation

Make new disciples and deepen the faith of all disciples to be loyal to Christ through their prayers, presence, and participation in the church, and to engage in ministries of witness, mercy, and justice in the world.

(Based on the membership vows of The United Methodist Church)

A congregation builds up the body of Christ to serve in the world.

Congregations fulfill this purpose as they become vital mission congregations, making disciples of Jesus for the transformation of the world. This requires being centered in Christ and guided by the Holy Spirit so that pastors and congregational leaders work together to provide a clear vision and direction, as well as focused attention and action, to lead the church in the five vital ministries of the church.

For this report, "congregation" can best be defined as a church's members and non-members who gather regularly for worship. "Leaders" refers to the elected and non-elected leaders who lead ministries such as small groups, Sunday school, mission teams, etc.

The following report is to be completed at least once a year by the Staff-Parish Relations Committee between April 1 and June 1. Your report will be part of the charge/church conference report.

Suggestions for the SPRC Chairperson to Complete the Report:

1. Download a PDF copy of the report and print a copy to give to each committee member or email a copy to each committee member.
2. Ask each committee member to complete the report and return it by a date set by the chairperson.
3. The chairperson reviews everyone's responses and completes one draft based on those responses.
4. The chairperson convenes the group and shares the draft of the report.
5. The committee finalizes the report.
6. The chairperson or a designee inputs the data into the online report before June 20.

If you need assistance completing this document, please see further resources on your conference website contact Nicola Mulligan at nmulligan@gnjumc.org.

Please complete the following information:

Year: **2024**

Church Information

Conference:

District:

Street Address:

Town/City:

State:

Zip Code:

Appointed Clergy

Pastor:

Associate Pastor 1:

Associate Pastor 3:

Associate Pastor 2:

Associate Pastor 4:

Staff Parish Officers and Members

(If you do not have all positions, leave blank. Many churches have fewer members)

Chairperson:

Email:

Vice Chairperson:

Email:

Secretary:

Email:

Member 1:

Email:

Member 2:

Email:

Member 3:

Email:

Member 4:

Email:

Member 5:

Email:

Member 6:

Email:

Member 7:

Email:

Member 8:

Email:

Member 9:

Email:

Your congregation's 5 Year Trends will auto-populate the following chart in Arena from your statistical report. You do not need to fill in this chart. Goals and conflict rating is from the Church Council.

While we have had many eyes and revisions on creating this table, we understand that as with any significant project, there may be mistakes in the numbers you see in Arena in the below chart. We apologize if that is the case.

	2023	2022	2021	2020	2019	Vitality Y/N	2025 Goals
People in Worship (Vitality goal: growth over 3 years)							
People in Small Groups (Vitality goal: 60% of worshipers)							
People in Hands on Mission (Vitality goal: 50% of worshipers)							
New Disciples / Professions of Faith (Vitality goal: 1 new profession per 25 worshipers)							
% of Budget Given to Mission (Vitality goal: 18% or more)							
Congregational Vitality Markers: 0 = lowest and 5 = highest							
Baptisms							
Children under 12							
Youth 13-18							
Candidates for Ministry (Certified, Licensed, Ordained)							
Total Mission Giving							

	2023	2022	2021	2020	2019	Vitality Y/N	2025 Goals
Reserves, Endowments, & Trusts							
% Connectional / Shared Ministries Paid							
% Billings Paid							
Mission Sustainability Rating: 1 = lowest and 5 = highest A 1 or 2 rating means your mission and ministry are in jeopardy.							
Conflict Level 1 = lowest and 5 = highest All churches have some conflict. A 1 or 2 level, if managed well, is healthy. If levels 3, 4, or 5 are present please consult the website for more information.							

EVALUATION

The SPRC will assign one of four options to evaluate the pastor's leadership.

1. **Strongly Agree** – most of the congregation and SPRC believe the pastor exceeds the expectations of the congregation.
2. **Agree** – most of the congregation and SPRC believe the pastor sufficiently meets the goals and expectations of the congregation.

3. **Not Yet** – most of the congregation and SPRC believe the pastor is not sufficiently meeting the goals and expectations of the congregation but has the potential with more experience and development.
4. **Strongly Disagree** – most of the congregation and SPRC believe the pastor is not meeting the goals and expectations and that the pastor cannot and will not meet the goals and expectations even with further training and experience.

For each area of evaluation, the SPRC will evaluate the ability, impact, and effort of the pastor’s leadership.

- **Ability** – assess the pastor’s skills, gifts, and experience to carry out the role and work.
- **Impact**– assess the positive effect the pastor has on individuals and the congregation. The congregation is making progress because the pastor connects well with people, and people enjoy and respect the pastor’s leadership.
- **Effort** – assess if the pastor invests appropriate time and effort to help lead the congregation to health and vitality.

Place a 1, 2, 3, or 4 for Ability, Impact, and Effort for each area being evaluated.

Please select the position being evaluated:

- Pastor
- Pastor 2
- Associate Pastor 1
- Associate Pastor 2
- Associate Pastor 3
- Associate Pastor 4

SEVEN ESSENTIAL LEADERSHIP AREAS

For pastors leading congregations to grow vital mission congregations.

1. **Assess and Develop Plans for Congregational Health and Vitality:** Assesses the strengths and challenges of the congregation and, with congregational leadership, develops a ministry plan to grow congregational vitality, engage the church members with people in the community, and serve the community and world missionally.

Ability:	1	2	3	4
Impact	1	2	3	4
Effort	1	2	3	4

2. **Organizes and Leads Pastoral Care Ministry:** Organizes a ministry of pastoral care that extends the congregation’s Christ-like compassion so that people who need pastoral care are receiving visits by a trained church visitor or a member of the staff.

Ability:	1	2	3	4
Impact	1	2	3	4
Effort	1	2	3	4

3. **Provides Leadership to Deepen Faith:** Leads the congregation to deeper faith and service in the world as evidenced by the pastor:

- Developing deeper understanding and faith within members.
- Exemplifying a deep and growing faith himself/herself.
- Preaching and teaching so that people understand the Bible and faith.
- Inspiring and organizing more people to serve in the community.

Ability: 1 2 3 4

Impact 1 2 3 4

Effort 1 2 3 4

4. **Communicates Faith:** Explains faith so that people better understand how to follow Christ and live their faith.

Ability: 1 2 3 4

Impact 1 2 3 4

Effort 1 2 3 4

5. **Develops Leaders:** Develop leaders within the congregation as evidenced by the pastor doing the following:

- Collaborating with congregational and community leaders
- Developing, supporting, and encouraging congregational leaders
- Identifying, training and mentoring leaders
- Encouraging leaders to try new things and take risks and supports them when things do not go well

Ability: 1 2 3 4

Impact 1 2 3 4

Effort 1 2 3 4

6. **Leads Members to Grow Congregational Health and Vitality:** Leads and organizes the congregation to grow vitality, as evidenced by the pastor doing the following:

- Explaining congregational vitality
- Organizing leaders and the congregation to grow the five markers of vitality: worship, small groups, service in the community, making new disciples and giving to support ministry
- Developing a vision and plan growth of the congregation
- Leading the congregation to grow the number of committed disciples, worship attendance, participation in small groups service in the community, and sacrificial giving.

Ability: 1 2 3 4

Impact 1 2 3 4

Effort 1 2 3 4

7. **Leads to Increase Generosity:** Teaches and emphasizes generous giving throughout the year. Leads a yearly stewardship campaign and raises sufficient funds for community and world mission; ongoing congregational ministry; shared connectional ministries; and staff salaries and benefits.

Ability: 1 2 3 4

Impact 1 2 3 4

Effort 1 2 3 4

CORE COMPETENCIES

The following are core competencies that a pastor needs to lead a congregation to health and vitality.

Place a 1, 2, 3, or 4 for each competency. (The explanations for the numbers are above).

8. **Vision:** A Visionary pastor is one that others want to follow because the leader's vision connects with God, current realities, and future possibilities. There is a plan and goals that are being pursued to accomplish the vision.

1 2 3 4

9. **Communication:** The pastor preaches, writes, and teaches so that people are inspired and motivated to grow, change and become involved in ministry.

1 2 3 4

10. **Trust:** The pastor develops trust through effective interpersonal connections and completes ministry and administrative tasks on time and with excellence.

1 2 3 4

11. **Outward Mindset:** The pastor respects people and values the roles and service of church leaders and members.

1 2 3 4

12. **Biblical Knowledge and Understanding:** The pastor understands and teaches the Bible through the Wesleyan lens of scripture, tradition, reason, and experience, so that others can understand and apply the teachings in their lives.

1 2 3 4

13. **Intercultural competence:** The pastor understands and respects the culture and experiences of others, while understanding, relating, and engaging well with people from other cultures and races.

1 2 3 4

14. **Results:** The pastor is progress-oriented and administers and manages the work and ministry of the congregation so that things are done on time and well.

1 2 3 4

15. **Wesleyan:** The pastor understands Wesleyan history, polity, and theology so that the ministry of the church is rooted in United Methodist values, beliefs, and procedures.

1 2 3 4

Journey of Hope

Has the pastor been leading the congregation towards helping to end the sin of racism? If yes, how?

Appraisal

Select the one of the following that the majority of the SPRC agree with.

- Affirms the pastor's leadership and encourages the pastor to continue to lead the congregation forward.
- Affirms the pastor's leadership and will work with the pastor to grow in the areas listed above.

- Has concerns about the pastor’s leadership and feels confident that the SPRC can work with the pastor to address the concerns through goals and benchmarks.
- Has concerns about the pastor’s leadership and requests assistance through the bishop’s office to further identify concerns and/or to set goals and benchmarks and/or to start a quarterly review to assist the pastor to grow and lead well. If you have selected this response contact Nicola Mulligan. (nmulligan@gnjumc.org).

SPRC Comments UP TO 300 WORDS:

The SPRC met ___ times over the last 12 months with the pastor to engage in conversation about the following:

- Learn about the congregation’s progress
- Support the pastor in her/his ministry and provide feedback and direction about what is going well and what areas of concern need special attention

PASTOR'S SELF-APPRAISAL AND DEVELOPMENT PLAN

The pastor is to upload to this document her/his self-appraisal and development plan. If it is not completed, contact the pastor to indicate you are waiting for their self-appraisal to be uploaded.

If you have not completed the appraisal but would like to save the work in progress, select "**In Progress**" at the bottom of the form and click "**Save/Submit**" below. When you are ready to complete the appraisal, you can return to the page, fill out the rest of the questions, and submit the appraisal.

Pastor Self-Appraisal Profile & Development Plan

The pastor is to complete their Self-Appraisal through the Pastor Profile report, and their responses will appear here. If it is not completed, contact the pastor to indicate you are waiting for the pastor’s self-appraisal.

Clergy Self-Appraisal and Development Plan – Associate Pastors are to share their responses and have a conversation with their lead pastor before finalizing this section of the report. The responses to the following questions will be uploaded to the SPRC Appraisal.

Lead Pastor Name -

1. What are 3 significant accomplishments during the past year and how has this move the mission and goals of the congregation forward? (Up to 300 words)

Answer:

2. What are 3 ministry challenges over the last year and what steps have you taken to address the challenges? (Up to 300 words)

Answer:

3. Select one of following responses that best describes how the congregation and SPRC believe you are meeting the goals and expectations of the congregation.
 - a. Strongly Agree - the majority of people in the congregation and SPRC believe my leadership results exceed the goals and expectations of the congregation.
 - b. Agree – the majority of the congregation and SPRC believe I sufficiently meet the goals and expectations of the congregation.
 - c. Not yet – the majority of the congregation and SPRC believe I am not sufficiently meeting the goals and expectations of the congregation and that I can improve my ability and effort to achieve the impact the congregation needs and expects.
 - d. Strongly Disagree – the majority of the congregation and SPRC believe I am not meeting the goals and expectations and that I do not have nor am I capable of attaining the skills and drive to meet the goals and expectations of the congregation.

(You may add up to 300 words written response.)

Answer:

4. What are 3 measurable goals for your leadership over the next year?

Answer:

5. What are 3 ways you develop your leadership over the next year? (Up to 300 words)

Answer:

6. Is there anything else you would like to share with the SPRC? (Up to 300 words)

Answer:

Associate Pastor Name -

1. What are 3 significant accomplishments during the past year and how has this move the mission and goals of the congregation forward? (Up to 300 words)

Answer:

2. What are 3 ministry challenges over the last year and what steps have you taken to address the challenges? (Up to 300 words)

Answer:

3. Select one of following responses that best describes how the congregation and SPRC believe you are meeting the goals and expectations of the congregation.
 - a. Strongly Agree - the majority of people in the congregation and SPRC believe my leadership results exceed the goals and expectations of the congregation.
 - b. Agree – the majority of the congregation and SPRC believe I sufficiently meet the goals and expectations of the congregation.
 - c. Not yet – the majority of the congregation and SPRC believe I am not sufficiently meeting the goals and expectations of the congregation and that I can improve my ability and effort to achieve the impact the congregation needs and expects.

- d. Strongly Disagree – the majority of the congregation and SPRC believe I am not meeting the goals and expectations and that I do not have nor am I capable of attaining the skills and drive to meet the goals and expectations of the congregation.

(You may add up to 300 words written response.)

Answer:

4. What are 3 measurable goals for your leadership over the next year?

Answer:

5. What are 3 ways you develop your leadership over the next year? (Up to 300 words)

Answer 5:

6. Is there anything else you would like to share with the SPRC? (Up to 300 words)

Answer:

Associate Pastor Name -

1. What are 3 significant accomplishments during the past year and how has this move the mission and goals of the congregation forward? (Up to 300 words)

Answer:

2. What are 3 ministry challenges over the last year and what steps have you taken to address the challenges? (Up to 300 words)

Answer:

3. Select one of following responses that best describes how the congregation and SPRC believe you are meeting the goals and expectations of the congregation.
 - a. Strongly Agree - the majority of people in the congregation and SPRC believe my leadership results exceed the goals and expectations of the congregation.
 - b. Agree – the majority of the congregation and SPRC believe I sufficiently meet the goals and expectations of the congregation.
 - c. Not yet – the majority of the congregation and SPRC believe I am not sufficiently meeting the goals and expectations of the congregation and that I can improve my ability and effort to achieve the impact the congregation needs and expects.
 - d. Strongly Disagree – the majority of the congregation and SPRC believe I am not meeting the goals and expectations and that I do not have nor am I capable of attaining the skills and drive to meet the goals and expectations of the congregation.

(You may add up to 300 words written response.)

Answer:

4. What are 3 measurable goals for your leadership over the next year?

Answer:

5. What are 3 ways you develop your leadership over the next year? (Up to 300 words)

Answer:

6. Is there anything else you would like to share with the SPRC? (Up to 300 words)

Answer:

Enter the date the appraisal was completed:

Enter the name of the individual who inputted the appraisal information:

Enter their email: