

2020 WNCC Clergy Assessments

Dear Clergy and Staff/Pastor Parish Relation Committee Chairs,

Below, you will see a chart regarding the forms to be completed for the 2020 Clergy Assessment. We ask that this year's assessment be completed and uploaded through the Clergy's Dashboard by October 31, 2020.

| | Please complete these forms | |
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| Clergy serving as Pastor in a Local Church | <u>2020 Clergy Self-Assessment</u> | <u>2020 S/PPRC Assessment</u> |
| Clergy serving on a Church Staff (Assistant, Associate, Deacon) | <u>2020 Clergy on a Church Staff Self-Assessment (Assistant, Associate, Deacon)</u> | <u>2020 Senior Pastor Assessment of Clergy on a Church Staff (Assistant, Associate, Deacon)</u> |
| Deacon serving in an Appointment Beyond the Local Church | <u>2020 Deacon's Secondary Appointment Discussion with Senior Pastor</u> | |

This assessment process is a joint project between the Cabinet and the Board of Ordained Ministry. The *2016 Book of Discipline* states that:

¶ 349.1: The district superintendent, in consultation with the pastor-parish relations committee, will evaluate annually the pastors' effectiveness for ministry, using criteria, processes, and training developed by the cabinet and the Board of Ordained Ministry. 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 education needs and plans, using criteria, processes, and training developed by the Board of Ordained Ministry and the cabinet.

Thus, all clergy serving a church appointment must complete an Assessment. Deacons in an Appointment Beyond the Local Church will also complete an Assessment with the church that serves as their secondary appointment.

The Assessment process includes both the clergy, Senior Pastor (if applicable), and the whole Staff/Pastor-Parish Relations Committee (S/PPRC).

Benefits of an honest assessment

The most important part of the assessment process is the discussion between the clergy and S/PPRC. Please focus your time and energy on this meeting. The Self-Assessment and SPRC/Senior Pastor assessment are meant to be tools to help with that discussion. We ask you to approach this task with the attitude of doing all that you can to help your clergy be the best that they can be for your church and community.

In a nutshell:

- There is the ministry assessment that the clergy completes for themselves. Be honest and self-reflective.

- The S/PPRC will also complete their assessment of the clergy.
- Afterwards, the clergy and S/PPRC come together to discuss the clergy's strengths, areas, for growth, and ways that he/she can assist the church in accomplishing their goals.
- **Where there is an associate or assistant pastor** (an elder, provisional elder, deacon, provisional deacon, associate member or local pastor serving on the church staff), he/she completes the self-assessment. The senior pastor will complete his/her assessment for the staff person. The senior pastor and the associate or assistant will meet together to discuss both assessments. Then, a summary of the assessment will be discussed with the SPRC with the associate or assistant pastor is to be present at the meeting. The SPRC will provide comments and sign the Senior Pastor's assessment.
- **Regarding multi-point charges:** Because each local church has different needs, it's important to talk about church and clergy goals specific to each congregation. Thus, while the clergy only needs to complete one self-assessment, separate PPRC assessments should be completed with each church if at all possible. At the very least, please have a discussion with the PPRC members of each local congregation in order to discuss ways that the clergy can most effectively serve that particular church.
- We are aware that **Deacons who are in Appointments Beyond the Local Church** will complete an evaluation or assessment at their primary appointment. However, due to the unique role of a deacon with a secondary appointment, we want there to be conversation between the deacon and the senior pastor to review how the deacon is connected to the congregation.

Deadline

The process is to be completed by **October 31**, giving you 2 months to work on this. What this means is that by **October 31**, everyone will have completed the assessments, met together for conversation, and uploaded all documents. It is the clergy's responsibility to upload the Assessment documents through his/her Clergy Dashboard.

Clergy in Their First Year of an Appointment

If the clergy is new in the appointment, he/she should complete questions 4 & 5 of the self-assessment. S/PPRCs and Senior Pastors should complete questions 3, 4, & 5. In the discussion, you are encouraged to focus goal-setting and achievement, both for the clergy and the church.

Fruitful Clergy Leadership

Please take some time to watch the [video](#) by Rev. Laura Auten and read through the "[Whom Shall I Send](#)" document on the conference website. This resource was developed by the WNC Board of Ordained Ministry, the Cabinet (Bishop and District Superintendents), and the Conference Leadership Development Team. This document describes 12 elements of fruitful and effective clergy leadership. It is a guide that holds characteristics of effectiveness before each of us so that clergy can be accountable to God, ourselves, and each other. This guide is meant to be used to assist with goal setting and continuing education. Using this document, we encourage the S/PPRC to have a conversation with the clergy, including Associates, Assistants, and Deacons, about where the committee sees strengths upon which to build along with areas for growth.

Best Practices

- No clergy is perfect. No clergy is absolutely gift-less. Be honest about strengths. Be honest about growth needs when setting goals for the coming year.
- Do not ask the congregation to vote on the clergy. We are not congregationalists.
- **Do not submit this instrument to the whole congregation to complete.** It is the responsibility of the S/PPRC to complete the Assessment.
- **The S/PPRC and Senior Pastor should complete their portion BEFORE they meet with the clergy. And the clergy should complete their self-assessment PRIOR** to the discussion with the S/PPRC or Senior Pastor. The chair may want to distribute blank copies of the assessment to members of the S/PPRC so that they will be prepared for the discussion, but one S/PPRC assessment should be completed to share with the clergy - not one from each individual S/PPRC member. Please do this work collectively as a team.
- Don't let the clergy do most of the heavy lifting and then agree with what he/she puts down. Come prepared to share observations.
- For a Deacon in ministry in an appointment beyond the local church (ABLC), we hope that he/she are also in ministry in his/her secondary appointment. It is our desire to support the role of the Deacon through the conversation with the Senior Pastor about how the Deacon can be connected to the congregation more effectively. Please complete the Secondary Appointment Discussion Guide as you meet together.

We give thanks for those of you serving on the Staff/Pastor-Parish Relations Committee especially as you go about this important aspect of your responsibilities.

Please know that the Cabinet and Board of Ordained Ministry hold you in our prayers as you enter into this process. We hope that you will be able to have honest sharing so that the church will be strengthened and the mission accomplished.

If you have any questions, please do not hesitate to ask either your pastor or your district office and we will be glad to provide further assistance.