

**CHAPLAINCY, AGENCY OR COMMUNITY MINISTRY  
 FEEDBACK COMMITTEE EVALUATION OF STUDENT – FINAL  
 FIELD EDUCATION 475  
 2009-10**

(Due last FE class meeting)

Name of Student (Print): \_\_\_\_\_

Date: \_\_\_\_\_

Site Supervisor (Print): \_\_\_\_\_

Feedback Committee Chair (as appropriate) (Print): \_\_\_\_\_

**Directions:**  
 For each category, check the box that best applies. Please consider these guidelines for evaluation for a person at post-graduate level of education and experience:  
**Exceptional** – No one could be expected to do better.  
**Good** – This person exceeds expectations, but has room for growth  
**Average** – This is the performance level one would reasonably expect.  
**Poor** – This person does not meet expectations, but demonstrates growth potential.  
**Very Poor** – This performance level is unacceptable.  
**NOTE:** If “Very Poor” is checked, please write a brief explanation in the space provided below each section. Check N/A if the item does not apply or if the category was not observable.

\*There is a space provided at the end of each set of questions for any additional comments you wish to make. The signature page is also attached to this form. Please sign the completed evaluation form and give it to the student so he/she can get the FE Site Supervisor’s signature, and also attach your typewritten response to questions 1-7 (last page of form). The student will then turn the evaluation in to his/her FE Instructor.

|   | Exceptional | Good | Average | Poor | *Very Poor | N/A | Shows growth or improvement |      |     |
|---|-------------|------|---------|------|------------|-----|-----------------------------|------|-----|
|   |             |      |         |      |            |     | Much                        | Some | N/A |
| <b>Accountability/Responsibility</b>  |             |      |         |      |            |     |                             |      |     |
| 1. Meeting of site task and time responsibilities   |             |      |         |      |            |     |                             |      |     |
| 2. Respect shown for feedback committee group process by scheduling, attendance and participation in group meetings |             |      |         |      |            |     |                             |      |     |
| 3. Honors confidentiality   |             |      |         |      |            |     |                             |      |     |
| 4. Responsibility shown for turning in required documents and assignments   |             |      |         |      |            |     |                             |      |     |

\* Additional Comments:

|   | Exceptional | Good | Average | Poor | *Very Poor | N/A | Shows growth or improvement |      |     |
|---|-------------|------|---------|------|------------|-----|-----------------------------|------|-----|
|   |             |      |         |      |            |     | Much                        | Some | N/A |
| Preaching/Worship Leadership (if applicable)  |             |      |         |      |            |     |                             |      |     |
| * Additional Comments:                        |             |      |         |      |            |     |                             |      |     |
| Pastoral Care (if applicable)                 |             |      |         |      |            |     |                             |      |     |
| 1. Initiative taken in reaching out to others |             |      |         |      |            |     |                             |      |     |
| 2. Confidence shown in claiming pastoral role |             |      |         |      |            |     |                             |      |     |
| 3. Ability to empathize                       |             |      |         |      |            |     |                             |      |     |
| 4. Use of active listening skills             |             |      |         |      |            |     |                             |      |     |
| 5. Integration of theology with care-giving   |             |      |         |      |            |     |                             |      |     |
| 6. Appropriate care given                     |             |      |         |      |            |     |                             |      |     |
| * Additional Comments:                        |             |      |         |      |            |     |                             |      |     |

|                                      | Exceptional | Good | Average | Poor | *Very Poor | N/A | Shows growth or improvement |      |     |
|--------------------------------------|-------------|------|---------|------|------------|-----|-----------------------------|------|-----|
|                                      |             |      |         |      |            |     | Much                        | Some | N/A |
| Administrative Skills                |             |      |         |      |            |     |                             |      |     |
| 1. Care taken in preparation of work |             |      |         |      |            |     |                             |      |     |
| 2. Ability to plan and organize      |             |      |         |      |            |     |                             |      |     |
| 3. Time management skills            |             |      |         |      |            |     |                             |      |     |
| 4. Attention to detail               |             |      |         |      |            |     |                             |      |     |
| 5. Takes appropriate initiative      |             |      |         |      |            |     |                             |      |     |
| * Additional Comments:               |             |      |         |      |            |     |                             |      |     |

|   | Exceptional | Good | Average | Poor | *Very Poor | N/A | Shows growth or improvement |      |     |
|---|-------------|------|---------|------|------------|-----|-----------------------------|------|-----|
|   |             |      |         |      |            |     | Much                        | Some | N/A |
| <b>Communication Skills</b>   |             |      |         |      |            |     |                             |      |     |
| 1. Ability to motivate others or create enthusiasm/interest                     |             |      |         |      |            |     |                             |      |     |
| 2. Initiatives taken to connect with others                                     |             |      |         |      |            |     |                             |      |     |
| 3. Use of clearly spoken appropriate language                                   |             |      |         |      |            |     |                             |      |     |
| 4. Written communication skills   |             |      |         |      |            |     |                             |      |     |
| 5. Understanding of the importance of communication with various constituencies |             |      |         |      |            |     |                             |      |     |
| 6. Listens effectively  |             |      |         |      |            |     |                             |      |     |
| * Additional Comments:  |             |      |         |      |            |     |                             |      |     |
| <b>Risk-taking/Vulnerability</b>  |             |      |         |      |            |     |                             |      |     |
| 1. Willingness to try new challenges  |             |      |         |      |            |     |                             |      |     |
| 2. Receptivity to feedback or critique  |             |      |         |      |            |     |                             |      |     |
| 3. Willing to ask for help when needed  |             |      |         |      |            |     |                             |      |     |
| * Additional Comments:  |             |      |         |      |            |     |                             |      |     |

|   | Exceptional | Good | Average | Poor | *Very Poor | N/A | Shows growth or improvement |      |     |
|---|-------------|------|---------|------|------------|-----|-----------------------------|------|-----|
|   |             |      |         |      |            |     | Much                        | Some | N/A |
| Vocational Identity   |             |      |         |      |            |     |                             |      |     |
| 1. Demonstrates clarity of call                                 |             |      |         |      |            |     |                             |      |     |
| 2. Interest and effort given to continued spiritual development |             |      |         |      |            |     |                             |      |     |
| 3. General integration of theology and practice                 |             |      |         |      |            |     |                             |      |     |
| 4. Living into the role of theological and spiritual leader     |             |      |         |      |            |     |                             |      |     |
| * Additional Comments:  |             |      |         |      |            |     |                             |      |     |

Please answer the following questions in typewritten paragraph form, and attach your answers to this questionnaire. Sign the completed evaluation form and give it to the student so he/she can get the FE Site Supervisor's signature. The student will then turn the evaluation in to his/her FE Instructor.

1. How has the student changed since mid-term in his/her ministry? Please give an example from your observations and conversations.
2. How has the committee experience been helpful for student mentoring? How can it be strengthened?
3. What is the student's greatest strength in ministry? Greatest challenge?
4. What would you do differently as a committee if you were to begin again?
5. Does the student have a good self-awareness?
6. Are you satisfied with the extent that the Learning/Serving Covenant has been fulfilled this year? Please comment.
7. Other comments.

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**FEEDBACK COMMITTEE EVALUATION - FINAL**

**SIGNATURE SHEET**

**Please attach this signature sheet to the back of your completed self-evaluation**

Student: \_\_\_\_\_

Site Supervisor: \_\_\_\_\_

Feedback Committee Chair: \_\_\_\_\_

FE Instructor: \_\_\_\_\_

FE Director: \_\_\_\_\_

**All signatures (except the Field Education Director) must be obtained before turning the evaluation in to the FE Instructor.**