

**CHURCH SETTING
SUPERVISOR EVALUATION OF STUDENT - FINAL
FIELD EDUCATION 475
2009-10**

(Due last class meeting in April)

Name of Student (Print): _____

Date: _____

Site Supervisor (Print): _____

Lay Committee Chair (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 Lay Committee Chairperson’s signature, and also attach your typewritten response to questions 1-8 (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
Accountability/Responsibility									
1. Meeting of site task and time responsibilities									
2. Respect shown for Supervisor’s and Lay Committee’s time									
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									
1. Use of diction and language skills in sermon or lesson delivery									
2. Preparation and organization of sermon and/or liturgy									
3. Use of exegetical skills/theological integration									
5. Confidence: presence and claiming of authority as preacher or teacher									
6. Use of hermeneutics/ connection to the congregation's context									
* Additional Comments:									
Pastoral Care									
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 presence and responses									
* 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:									
Communication Skills									
1. Ability to motivate others or create enthusiasm/interest									
2. Use of clearly spoken appropriate language									
3. Written communication skills									
4. Understanding of the importance of communication with various constituencies									
5. Listens effectively									
* Additional comments:									
Risk-taking/Vulnerability									
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 pastor or 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 Lay Committee Chairperson's signature. The student will then turn the evaluation in to his/her FE Instructor.

1. Are you satisfied with the extent that the Learning/Serving Covenant has been fulfilled by the student and church this year?
2. Describe how the student's call has played out this year: concerns? recommendations?
3. Has the student grown since mid-term in his or her thinking about ministry in a theological context? Please give an example.
4. List ways the student has responded to supervision.
5. What would you do differently as a Supervisor if you were to begin again?
6. What class work might you recommend for further leadership development with this student?
7. How would you describe the student's theology of ministry?
8. Include other comments about the process of supervision or the student's ministry.

Field Education Office
The Methodist Theological School in Ohio
3081 Columbus Pike
Delaware, OH 43015
740-362-3363 - twilden@mtso.edu
740-362-3340 - kgee@mtso.edu

SUPERVISOR EVALUATION OF STUDENT - FINAL

SIGNATURE SHEET

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

Student: _____

Site Supervisor: _____

Lay Committee Chair: _____

Academic Advisor: _____

FE Instructor: _____

FE Director: _____

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