**Pastor's Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**For this review, use the goals and action steps set last year for 2019.**

Missional Drivers are those areas identified by the Initiative for Growth and Vitality that have a major impact on the vitality of a congregation. The Pastor, in consultation with the SPRC, will define the goals and action steps needed to help your church fulfill its unique call to ministry. Review the BOD ¶340 and focus on the key goals and action steps appropriate for your calling and setting.

*2016 Book of Discipline*¶340.1 is available below for reference.

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| **2019 Ministry Review** |
| **Missional Drivers**¶340.1 | **Goals****List no more than 3 goals for each Missional Driver.** | **What Action Steps are needed to accomplish each goal.****Several steps may be needed to accomplish your goals.** | **Performance****1 = Not Accomplished****5 = Exceeds Expectation****(Check one box)****There should be one row of check boxes for every action step listed**  |
| **Worship, Teach, Care**¶340.2.a & b |  |  | [ ] **1** [ ] **2** [ ] **3** [ ] **4** [ ] **5** |
|  |  |  | [ ] **1** [ ] **2** [ ] **3** [ ] **4** [ ] **5** |
| **Church Lay Leadership Development**¶340.2.c |  |  | [ ] **1** [ ] **2** [ ] **3** [ ] **4** [ ] **5** |
|  |  |  | [ ] **1** [ ] **2** [ ] **3** [ ] **4** [ ] **5** |
| **Develop Creative Collaborations, Partnerships & Relationships** ¶340.2.d |  |  | [ ] **1** [ ] **2** [ ] **3** [ ] **4** [ ] **5** |
|  |  |  | [ ] **1** [ ] **2** [ ] **3** [ ] **4** [ ] **5** |

**What is the most important thing your pastor needs to know at this moment in time?**

**Please write a review about how you view the church is fulfilling its mission. This may include a celebration of growth, or accomplishments. It may also include areas of challenge.**

**Signature of Pastor: Date:**

**Signature of SPRC Chair: Date:**

**Signature of District Superintendent: Date:**

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| **2020 Ministry Goals** |
| **Missional Drivers**¶340.1 | **Goals**List no more than 3 goals for each Missional Driver. | **What Action Steps are needed to accomplish each goal.**Several steps may be needed to accomplish your goals. | **Performance****1 = Not Accomplished****5 = Exceeds Expectation****(Check one box)**There should be one row of check boxes for every action step listed  |
| **Worship, Teach, Care**¶340.2.a & b |  |  | **☐1 ☐2 ☐3 ☐4 ☐5** |
|  |  |  | **☐1 ☐2 ☐3 ☐4 ☐5** |
| **Church Lay Leadership Development**¶340.2.c |  |  | **☐1 ☐2 ☐3 ☐4 ☐5** |
|  |  |  | **☐1 ☐2 ☐3 ☐4 ☐5** |
| **Develop Creative Collaborations, Partnerships & Relationships** ¶340.2.d |  |  | **☐1 ☐2 ☐3 ☐4 ☐5** |
|  |  |  | **☐1 ☐2 ☐3 ☐4 ☐5** |

**Words of Guidance**

**Continuing clergy appointments begin here. . .**

1. The clergy and SRPC use the calendar year 2019 Pastoral Ministry Review to assess performance. Use the check boxes (1 = Not Accomplished through 5 = Exceeds Expectation) for each action step. Each team member (pastor and SPRC members) creates a pastor assessment individually and then **the team meets to complete a single 2019 Pastoral Ministry Review**.
2. For the 2020 Pastoral Ministry Review, based on above #1, the pastor creates the first draft at naming goals and action steps. The SPRC receives the draft and then together as a team, proceed to #3 below. Note--Goals may address personal growth concerns, such as enhancing preaching skills. Or they may address church vitality concerns, such changing the church culture in a particular area.

***Both documents need to be sent to the District Superintendent two weeks before the annual District Superintendent/Pastor/SPRC meeting.***

**First year clergy appointments begin here. . .**

1. The pastor creates the first draft at naming goals and action steps.

Goals may address personal growth concerns, such as enhancing preaching skills. Or they may address church vitality concerns, such changing the church culture in a particular area.

1. The pastor and SPRC collaborate on the goals and action steps. The final version of the document, after collaboration and agreement, is sent to the District Superintendent two weeks before the annual District Superintendent /Pastor/SPRC meeting.

This is about focus and accountability. Sometimes one really good goal for a missional driver is more impactful than a lot of goals that only amount to busy-work.

1. Let the document live.
	1. Bring it out at least once every 3 months
	2. Review progress
	3. Brainstorm solutions if problems seem to block the progress of working on a goal.
	4. Allow room for mid-course corrections, if needed. Sometimes an action step is missed in the initial planning process, or you discover the timing isn’t right. It is ok to modify the document. **Please send your District Superintendent a copy when you make modifications.**
2. Next fall when the pastor and SPRC prepare to meet with the District Superintendent is when you will have the evaluation meeting – marking the progress made for each action step. (There should be a row of check boxes for every action step listed.)

**¶ 340. *Responsibilities and Duties of Elders and Licensed Pastors*—**

1. The responsibilities of elders are derived from the authority given in ordination. Elders have a fourfold ministry of Word, Sacrament, Order, and Service and thus serve in the local church and in extension ministries in witness and service of Christ’s love and justice. Elders are authorized to preach and teach the Word, to provide pastoral care and counsel, to administer the sacraments, and to order the life of the church for service in mission and ministry as pastors, superintendents, and bishops.

2. Licensed pastors share with the elders the responsibilities and duties of a pastor for this fourfold ministry, within the context of their appointment.

***a*) *Word and ecclesial acts:***

(1) To preach the Word of God, lead in worship, read and teach the Scriptures, and engage the people in study and witness.

(*a*) To ensure faithful transmission of the Christian faith.

*(b)* To lead people in discipleship and evangelistic outreach that others might come to know Christ and to follow him.

(2) To counsel persons with personal, ethical, or spiritual struggles.

(3) To perform the ecclesial acts of marriage and burial.

(*a*) To perform the marriage ceremony after due counsel with the parties involved and in accordance with the laws of the state and the rules of The United Methodist Church. The decision to perform the ceremony shall be the right and responsibility of the pastor.

 (*b*) To conduct funeral and memorial services and provide care and grief counseling.

(4) To visit in the homes of the church and the community, especially among the sick, aged, imprisoned, and others in need.

(5) To maintain all confidences inviolate, including confessional confidences except in the cases of suspected child abuse or neglect, or in cases where mandatory reporting is required by civil law.

***b*) *Sacrament:***

(1) To administer the sacraments of baptism and the Supper of the Lord according to Christ’s ordinance.

(*a*) To prepare the parents and sponsors before baptizing infants or children, and instruct them concerning the significance of baptism and their responsibilities for the Christian training of the baptized child.

(*b*) To encourage reaffirmation of the baptismal covenant and renewal of baptismal vows at different stages of life.

(*c*) To encourage people baptized in infancy or early childhood to make their profession of faith, after instruction, so that they might become professing members of the church.

(*d*) To explain the meaning of the Lord’s Supper and to encourage regular participation as a means of grace to grow in faith and holiness.

(*e*) To select and train deacons and lay members to serve the consecrated communion elements.

(2) To encourage the private and congregational use of the other means of grace.

***c*) *Order:***

(1) To be the administrative officer of the local church and to assure that the organizational concerns of the congregation are adequately provided for.

(*a*) To give pastoral support, guidance, and training to the lay leadership, equipping them to fulfill the ministry to which they are called.

(*b*) To give oversight to the educational program of the church and encourage the use of United Methodist literature and media.

(*c*) To be responsible for organizational faithfulness, goal setting, planning and evaluation.

(*d*) To search out and counsel men and women for the ministry of deacons, elders, local pastors, and other church related ministries.

(2) To administer the temporal affairs of the church in their appointment, the annual conference, and the general Church.

(*a*) To administer the provisions of the *Discipline*.

(*b*) To give an account of their pastoral ministries to the charge and annual conference according to the prescribed forms.

(*c*) To provide leadership for the funding ministry of the congregation. To ensure membership care including compliance with charitable giving documentation requirements and to provide appropriate pastoral care, the pastor, in cooperation with the financial secretary, shall have access to and responsibility for professional stewardship of congregational giving records.

(*d*) To model and promote faithful financial stewardship and to encourage giving as a spiritual discipline by teaching the biblical principles of giving.

(*e*) To lead the congregation in the fulfillment of its mission through full and faithful payment of all apportioned ministerial support, administrative, and benevolent funds.

(*f*) To care for all church records and local church financial obligations, and certify the accuracy of all financial, membership, and any other reports submitted by the local church to the annual conference for use in apportioning costs back to the church.

(3) To participate in denominational and conference programs and training opportunities.

(*a*) To seek out opportunities for cooperative ministries with other United Methodist pastors and churches.

(*b*) To be willing to assume supervisory responsibilities within the connection.

(4) To lead the congregation in racial and ethnic inclusiveness.

***d*) *Service:***

(1) To embody the teachings of Jesus in servant ministries and servant leadership.

(2) To give diligent pastoral leadership in ordering the life of the congregation for discipleship in the world.

(3) To build the body of Christ as a caring and giving community, extending the ministry of Christ to the world.

(4) To participate in community, ecumenical, and interreligious concerns and to encourage the people to become so involved and to pray and labor for the unity of the Christian community