



Office of Clergy  
Excellence

Florida Conference The United Methodist Church  
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**Call      Discern      Support      Transform**

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Dear Clergy, SPR Committee Members, and District Superintendents,

On this website you will find the materials needed for the Annual Assessment of Clergy. This is a revision of a process originally developed by a committee of the Board of Ordained Ministry.

So as not to conflict with various year-end reports, the Annual Assessment of Clergy is due no later than May 31, 2018. The Assessment may be completed any time between January and May, 2018, and must be submitted to your district office no later than May 31, 2018. PLEASE DO **NOT** SEND THESE REPORTS TO THE OFFICE OF CLERGY EXCELLENCE.

The Assessment process emphasizes teamwork and collaboration for goal setting and evaluation between clergy and the lay leadership of the Staff Pastor Parish Relations Committee. The purpose of this assessment is to foster a conversation between the Pastor, The SPR Committee, and the District Superintendent, regarding ways that the pastor and local congregation can grow in their effectiveness in ministry. We encourage an ongoing conversation regarding progress towards goals throughout the year, but at least quarterly.

Nine factors are assessed by the SPR Committee and the clergy person which include the five dimensions of the Methodist Way that are part of our Missional Vital Signs: Salty Service (missional hours), Passionate Worship, Radical Hospitality, Intentional Discipleship, and Extravagant Generosity. An explanation of the vital signs can be found at <http://www.flumc.org/explanationofmissionalvitalsigns>.

It is our intent that this assessment tool will be used with all clergy appointed to serve the local church — pastors, associate pastors and deacons. A separate assessment must be completed for each pastor. If your church has its own assessment tool used to evaluate staff and/or clergy, a copy of this tool may be submitted to your District Superintendent for approval to be used in lieu of this process.

We had hoped to revise the assessment process more substantially this year, but with all the changes we have instituted in the Board of Ordained Ministry process, this was just not feasible. However, we are still open to your suggestions for change. Please email your suggestions or comments to [smckinley@flumc.org](mailto:smckinley@flumc.org). In response to the feedback we received this past year, we are making all the forms available in Word or Excel, and are returning to a 5-point rating scale, as well as simplifying the descriptions of the nine evaluation factors. We have also added an option for pastors (especially those who are part time) to indicate which of the 9 factors are not applicable to them and their ministry setting.

It is our hope that this Assessment process will be an effective tool to assist you in building a team ministry for the sake of Jesus Christ as we make disciples for the transformation of our communities.

With the love of Christ,

Rev. Sara L. McKinley, Director  
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