

Quarterly Check-In Report

Pastor and SPRC will each complete and submit separate Quarterly Check-In Reports. Please submit the Quarterly Check-In Report at the end of each quarter to your Regional Administrator via email.

Report Completed by: (Check one) Pastor SPRC

Church Name: _____

Pastor Name: _____

S/PPR Name: _____

Place the number that appropriately corresponds with your view.
 Rate as follows: **(1) Strongly Agree; (2) Agree; (3) Disagree; (4) Strongly Disagree**

EVALUATION AREA	9/30/23	12/30/23	3/30/24	6/30/24	9/30/24	12/30/24
UNDERSTANDING & RELATIONSHIP BUILDING						
A sufficient number of introductory small group meetings have been held with laity.						
The Pastor has conducted one to one meetings with key church leaders.						
The Pastor is connecting well with the congregation(s).						
EXPECTATIONS						
Fruitful conversations with SPRC and Church Council have been held about expectations.						
The Pastor understands the expectations of the congregation.						
The Pastor is meeting the church's expectations.						
Initial six month objectives were set and are being worked on or are completed.						

EVALUATION AREA	9/30/23	12/30/23	3/30/24	6/30/24	9/30/24	12/30/24
12 month congregational goals have been set for the up-coming calendar year.						
Progress is being made on the 12 month goals.						
12 month goals are appropriate for moving the church towards vitality.						
Quarterly evaluations have been completed in a timely manner.						
FRUITFULNESS						
Worship attendance is growing.						
We are seeing more visitors.						
More people are attending small group and Bible studies.						
More people are engaged in community ministry.						
Giving has increased.						
COMMENTS: Please enter below, including date.						

On rare occasions an SPRC may seek a pastoral change because of fit and effectiveness in the current appointment. This may become apparent during the quarterly reports. When concerns arise during the yearly appraisal, an improvement plan with benchmarks is to be developed by the SPRC and pastor and reviewed monthly. Contact Nicola Mulligan in the Bishop’s office at nmulligan@gnjumc.org for questions, support in the process and steps to be taken. A minimum of 3 reviews without sufficient progress is required before any pastoral change will be considered because of fit and ineffectiveness.